

विश्वभारती
VISVA-BHARATI



NOTIFICATION FOR CAS APPLICATIONS-2024

i) Faculty members / Library cadres who wish to be considered for promotion under Career Advancement Scheme (CAS) of UGC are invited to apply to the Head of the concerned Department /Centre or University Librarian stating that he /she fulfills all qualifications and criteria under CAS along with the duly filled in prescribed proforma for Performance Based Appraisal System (PBAS). It may be noted that as per UGC Gazette Notification (18th July,2018) faculty members/library cadres have been given a choice for being considered for promotion under either UGC Regulations 2010 or 2018 and subsequent amendments from time to time. Both of these proformas are available in the University Website. Candidates are advised to use the revised PBAS proforma as updated on the Visva-Bharati website.

ii) Requirements of minimum eligibility and / or score for promotion to any stage /level shall be as per the applicable UGC Regulations 2010 or 2018 and subsequent amendments from time to time . Candidates are requested to read the rules carefully before filling up the form. Candidates who do not fulfill the minimum eligibility and / or score requirements (as per the respective Regulations) on the due date may apply later upon fulfillment of the requirements. Candidates who do not succeed in the first assessment will be reassessed after a period of one year from the date of eligibility.

iii)While CAS promotions from a lower grade/stage to higher grade/stage (up to Stage-3/Academic Level 12) of Assistant Professor /Assistant Librarian shall be decided by a Screening-cum-Evaluation Committee, those to the grades of Associate Professor /Deputy Librarian (Stage-4/Academic Level 13A) and Professor /Librarian/Deputy Librarian (Stage 5/Academic Level 14) shall be decided by the respective Selection Committees adhering to the criteria laid down for API /Academic and Research score (under respective Regulations) in PBAS.

iv)Candidates must submit appropriate evidence of eligibility requirements and items wherever scores are claimed. They must also submit printout of the relevant webpage(s) as a proof of Peer-reviewed /UGC listed journal. In case of claim for augmentation of score for publications having Impact factor, the same will be considered only as per Thomson Reuters List as clearly mentioned in the UGC Regulations and the page showing the enlisting of publications in Thomson Reuters list should also be attached .

v) Furthermore, the candidate should submit three sets of reprints containing three significant research publications [made during the entire period as Assistant Professor (Twelve years)] in a separate cover for consideration of promotion from Assistant Professor to Associate Professor. Similarly, three sets of reprints of five significant research publications since the period he/she is placed in Stage-III, in case of Regulations -2010 or, three sets of reprints of three significant research publications, published during the assessment period, in case of Regulation-2018 shall be required to be submitted separately by the candidate applying for

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Registrar (Acting)
Visva-Bharati

the grade of Professor. For Library cadres, 2010 and 2018 regulations and subsequent amendments from time to time will be applicable . Candidates may be required to submit soft copies of the same publications prior to interview.

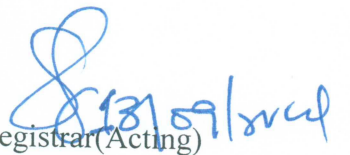
Candidates are required to submit the application with duly filled PBAS proforma and supporting documents to the respective Head of the Department /In-charge of the Centre /Librarian on or before **31st October, 2024**. The concerned Head of the Department/In-charge of the Centre /Librarian shall forward the application after due verification and certificate of scores as respective UGC Regulations to the Principal of the concerned Bhavana.

An intimation letter on successful submission of application form may be sent to the Assistant Registrar (Recruitment), Visva-Bharati.

Enclosure:- UGC Guidelines.

No.Estab/E-I/CAS/2024-25

Date: 13th September, 2024


Registrar (Acting)
Visva-Bharati

Copy forwarded for information and necessary action to :-

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विश्वभारती
Registrar (Acting)
Visva-Bharati

- 01.All Directors/all Principals of Bhavanas
- 02.All Heads of the Departments /In-charges of the Centres
- 03.Chairman/Coordinator, IQAC.
04. Joint Registrar and C.S. to Upacharya
- 05.Assistant Registrar(Recruitment)
- 06.Assistant Registrar (Meeting): For placing it before EC for ratification
- 07.In-charge, Computer Centre – With a request to upload in the University Website
- 08.In-charge, Hindi Cell – With request to translate it into Hindi and arrange to upload in the University Website.
- 09.P.A. to Registrar
- 10.Section Officer(E-I)
11. CAS file

VISVA-BHARATI

**PBAS Proforma for Promotion under CAS****(FOR ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR AND PROFESSOR)**(Revised as per UGC 4th Amendment, 11 July 2016)**Part A: GENERAL AND ACADEMIC INFORMATION**

1. Applicant's Name (in block letters):
- 2.a) Application for Position and Grade Pay :
- b) Date of eligibility for promotion :
3. Department / Centre and Bhavana :
- 4.a) Current Designation, Pay Band and AGP:
- b) Date of last promotion / Joining date :
- c) Gender : Male ☐ Female ☐ Transgender ☐
- 5.a) Date and place of Birth and age:
- b) Marital Status :
6. Address for communication:
7. E-mail: Mobile Number:
8. Nationality:
9. Whether belonging to SC / ST / OBC / PH:
10. Father's / Husband's Name, Address and Occupation:
(if dead, state last address and occupation before death)
11. Permanent address (in full with nearest Railway Station):

12. Educational Qualifications:

| Examinations | Name of the Board/ University | Year of Passing | Percentage of marks of GPA obtained | Division/Class/Grade | Subject(s) |
|--|-------------------------------|-----------------|-------------------------------------|----------------------|------------|
| High School/ Secondary Education | | | | | |
| Intermediate/ Pre-Univ/Plus 2 | | | | | |
| B.A./B.Sc./ B.Sc.(Ag.)/B.Com/B .Mus/ B.Fine etc. | | | | | |
| M.A./M.Sc./ M.Sc.(Ag.)M.Mus/ M.Fine, etc. | | | | | |
| Other Degrees/ Diplomas, if any | | | | | |

13. Research Degree(s)

| Degrees | Title | Date of award | University |
|--------------|-------|---------------|------------|
| M.Phil | | | |
| Ph.D/D.Phil | | | |
| D.Sc./D.Litt | | | |

14. Appointments held prior to joining this institution:

| Designation | Name of Employer | Address | Date of Joining | | Salary with Grade | Reasons for leaving |
|-------------|------------------|---------|-----------------|---------|-------------------|---------------------|
| | | | Joining | Leaving | | |
| | | | | | | |
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Note: Since counting of past services for promotion as well as direct recruitment is allowed at all levels from other universities/colleges/National Laboratories and/or other professional/scientific organizations such as *CSIR / ICAR / DRDO / UGC / ICSSR / ICHR / ICMR / DBT* etc., the applicants have to ensure that the essential qualifications for the posts held in these organizations were not lower than the qualifications

(and on equivalent grade or of the pre-revised scale of pay) prescribed by the UGC for Assistant Professor, Associate Professor, and Professor as the case may be. The appointment should not have been as Guest Lecturer, and the post should have been filled in accordance with the selection procedure laid down by the UGC/University/State and/or Central governments.

15. Post held after appointment at this institution:

| Designation | Department | Date of actual Joining | | Grade |
|-------------|------------|------------------------|----|-------|
| | | From | To | |
| | | | | |

16. Period of teaching experience : P.G. Classes (in years) : U.G. Classes (in years)

17. Research Experience **excluding** years spent in M.Phil / Ph.D. (In years)

18. Fields of Specialization under the Subject/Discipline

- | | |
|-----|-----|
| (a) | (b) |
| (c) | (d) |

19. TRAINING RECEIVED: Academic Staff College Orientation/ Refresher Courses/ Methodology Workshops/ Training/Teaching-Learning-Evaluation Technology Programmes/Soft-Skill Development Programmes & Faculty Improvement/Dev. Programmes, including Summer and Winter Schools attended:

| | | | |
|---|------------------|---------------------|---|
| Name of the Course/ Programme/Training/ Summer or Winter School | Place & Instt | Duration (Dates) | Sponsoring Agency (UGC/ICAR/ICHR/ICSSR/ Academies/Universities etc) |
|---|------------------|---------------------|---|

1.

2.

3.

Part B: ACADEMIC PERFORMANCE INDICATORS

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

| Nature of Activity | Assistant Professor | | Associate Professor | | Professor | | Your API Score |
|---|---------------------|--|---------------------|---|------------|--|----------------|
| | Max. Score | Actual Score | Max. Score | Actual Score | Max. Score | Actual Score | |
| a. Direct Teaching | 70 | Actual hours spent per academic year $\div 7.75$ | 60 | Actual hours spent per academic year $\div 7.5$ | 60 | Actual hours spent per academic year $\div 7.75$ | |
| b. Examination duties (question paper setting, Invigilation, evaluation of answer scripts) as per allotment | 20 | Actual hours spent per academic year $\div 10$ | 20 | Actual hours spent per academic year $\div 10$ | 10 | Actual hours spent per academic year $\div 10$ | |
| c. Innovative Teaching-learning methodologies, updating of subject contents/courses, mentoring etc. | 10 | Actual hours spent per academic year $\div 10$ | 15 | Actual hours spent per academic year $\div 10$ | 20 | Actual hours spent per academic year $\div 10$ | |

**CATEGORY II : CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT
RELATED ACTIVITIES.**

Please mention your contribution to any of the following:

| | Nature of Activity | Max. API Score | Actual hours spent | Your API Score (Actual hours spent per academic year ÷ 10) |
|---------------------------------------|--|-------------------------------|-----------------------------------|---|
| a | Student related co-curricular, extension and field based activities. (i) Discipline related co-curricular activities (e.g. remedial classes, career counselling, study visit, student seminar and other events.) (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) (iii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.) | 15 | | |
| b | Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. i). Administrative responsibility (including as Dean / Principal / Chairperson /Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees | 15 | | |
| c | Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution) | 15 | | |
| Total API Score in Category II | | | | |

CATEGORY III: RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

A) (i) Published papers/Translations in journals as per UGC List.

API Score: Category I Refereed – 25, Category II Non-Refereed - 10

| Sl.No | Title with volume, number and page number | Journal Name | ISBN/ISSN/ Categorization Refereed/Non Refereed | Impact Factor (Proof required) | No. of Co-authors | Whether you are the main author | API Score |
|-------|---|--------------|---|--------------------------------|-------------------|---------------------------------|-----------|
| | | | | | | | |
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* NB: For Impact Factor & Co-authoring please refer to UGC guidelines.

A) ii) Published Outputs in CD/DVD/Online/E-form/E-book, etc.

API Score – Category I (Reviewed) – 25

Category II (Non-Reviewed) –10

| Sl. No | Title of CD/DVD/Tape/ Online/E-form/ E-book/Art Catalogues | Company/ Agency/ Instt Name | ISBN/ISSN No | Whether reviewed/ Impact factor (Hits/sales/citations/commedations/reviews, etc) | No of Co-performer or Co-authors | Whether you are the main performer | API Score |
|--------|--|-----------------------------|--------------|--|----------------------------------|------------------------------------|-----------|
| | | | | | | | |
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A) iii) Public Displays/Exhibitions/Performances with or without outputs in CD/DVD/Online/E-form/E-book

API Score – Category I (Reviewed) – 25

Category II (Non-Reviewed) –10

| Sl. No | Title of Show/ Exhibition/Performance with or without CD/DVD/Tape/ Online/E-form/ E-book version or Brochures | Company/ Agency/ Instt Name (Including TV/Radio etc) | Categorization (Venues/event/gallery/studio/museums) | Whether reviewed/ Impact factor (Reporting/Coverage/Reviews/Hits/sales/citations/commedations/ etc) | No of Co-performer or Co-authors | Whether you are the Solo artist/ performer | API Score |
|--------|---|--|--|---|----------------------------------|--|-----------|
| | | | | | | | |
| | | | | | | | |

B) (i) Articles/Chapters/Translations published in Books

API Score (Per Art/Chap) Category 1: International Publication – 10

Category 2: National/ State/ Central/ Societies Publisher – 5

Category 3: Subject books by Other/ Local Publisher – 3

Category 4: Chapters in Knowledge-based Volumes – 5

| Sl. No | Art/Chapter Title with page numbers | Book title, Editor & Publisher | ISBN/ISSN No/ (Or, Renowned publishers) | No of Co-authors (Points to be shared) | Whether you are the main author (Full points) | API Score |
|--------|-------------------------------------|--------------------------------|---|--|---|-----------|
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B) (ii) Shows/Performances with or without other artists/ Productions with outputs in CD/DVD/Online/E-form/E-book

API Score (Per Unit) Category 1: International – 10

Category 2: National/ State/ Central/ Societies – 5

Category 3: Regional/ Other/ Local – 3

| Sl. No | Title of Show/ Exhibition/Performance with or without CD/DVD/Tape/ Online/E-form/ E-book version or Brochures | Company/ Agency/ Instn. Name Incl. AIR & TV | Categorization – International/ National/Regional (Venues/events/ studios/galleries/museums) | Whether reviewed/ Impact factor (Reporting/ Coverage/ Reviews/ citations/commendations) | No of Co-performer or Co-authors (Points to be shared per unit) | Whether you are the Solo artist/ performer (Full points per unit) | API Score |
|--------|---|---|--|---|---|---|-----------|
| | | | | | | | |
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B) (iii) Workshops Conducted with or without other artists with or without visible Print/CD/DVD/Online outputs

API Score (Per Unit) Category 1: International – 10

Category 2: National/ State/ Central/ Societies – 5

Category 3: Regional/ Other/ Local – 3

| Sl. No | Title of Your Workshop with or without CD/DVD/Tape/ Online/E-form/ E-book version or Brochures | Organizer Institution/ Company/ Agency/ Name | Categorization – (I) International/ (II) National/ (III) Regional/ (IV) Local | Whether reviewed/ Impact factor (Proof Required) | No of Co-artists or Co-faculty (Points to be shared per unit) | Whether you are the Solo artist/ performer (Full points per unit) | API Score |
|--------|--|--|---|--|---|---|-----------|
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B) (iv) Books/Book-length translations Published as a Single Author/Editor

API Score – Category I Text/Reference Books by International Publisher – 30

Category II Text/Reference Books by National/Soc/Univ Publ – 20

Category III Subject Books by Other/Local Recognized Publ – 15

| Sl. No | Title with page number | Type of Book/ and Authorship | Publisher & ISBN/ISSN/ Categorization | No of Co-authors (To be shared) | Whether you are the main author | API Score |
|--------|------------------------|------------------------------|---------------------------------------|---------------------------------|---------------------------------|-----------|
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| B) (v) Solo Performance/Exhibition as an artist on invitation | API Score – Cat. I /International – 30 |
| | Cat. II /National – 20 |

API Score – Cat. I /International – 30

Cat. II /National – 20

Cat. III /Regional – 15

[illegible]

C) Ongoing and Completed Research Projects and Consultancies**(i & ii) Ongoing Projects/Consultancies**API Score for **Projects**–

Cat I: (Sc -Rs 30 lakhs+ Non-Sc: Rs 5 lakhs +): 20

Cat II: (Sc -Rs 5 lakhs+ Non-Sc: Rs 3 lakhs +): 15

Cat III: (Sc -Rs 1 lakhs+ Non-Sc: Rs 1 lakhs+): 10

Other approved projects of Univ/Other agencies : 5

API Score for **Consultancies**–(Sc -Rs 10 lakhs+ Non-Sc: Rs 2 lakhs +): 10 for
every 10 lakhs & 2 lakhs respectivelyAPI Score for **Quality Evaluation**–

Major Project Eval: 20

Minor Project Eval: 10

| Sl. No | Title | Agency (Funding, Commissioning and/or Collaborating) | Period | Output/ Impact, i.e. Book/paper/ film/technology /Web-facility/ Program/Process | Grant(s)/ Amount mobilized (so far) in Rs. (Lakhs) | Whether Principal Investigator/ Coinvestigator or Consultant/Quality evaluator | API Score |
|--------|-------|--|--------|--|--|--|--------------|
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C) (iii) Projects Outcome/ Outputs

Patent / Technology Transfer / Product / Process or Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central /State Govt./Local Bodies.

International bodies :30 per patent / output / document

Central Govt. : 20 State Govt. : 10 Local bodies : 5.

| Sl. No | Title | Agency (Funding, Commissioning and/or Collaborating) | Period | Output/ Impact, i.e. Book/paper/ film/technology /Web-facility/ Program/Process | Grant(s)/ Amount mobilized (so far) in Rs. (Lakhs) | Whether Principal Investigator/ Coinvestigator or Consultant/Quality evaluator | API Score |
|--------|-------|--|--------|--|--|--|--------------|
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D) Research Guidance/Supervision**Degree-oriented:** API Score – Ph.D. awarded – 15; Ph.D.Submitted – 10;

M.Phil. awarded – 5

| Sl. No. | Number Enrolled | Thesis Submitted | Degree awarded | API Score |
|-----------------------|-----------------|------------------|----------------|-----------|
| M. Phil or equivalent | | | | |
| Ph.D. or equivalent | | | | |

(E) (i) Fellowships / Award :

API Score –International – 15 / Fellowship / Award
 National – 10 / Fellowship / Award
 Regional / State – 5/ Fellowship / Award

| Name of Fellowship / Award | Body Awarding the Fellowship / Award | Date of Award | Amount if Any | API Score |
|----------------------------|--------------------------------------|---------------|---------------|-----------|
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ii) A. Papers presented in Conferences, Seminars, Workshops, Symposia

API Score –International – 5
 National – 3
 Regional – 2
 Local – 2

| S. No. | Title of the Paper presented | Title of Conference / Seminar | Organized by | Whether International / National/State/Regional/ University/College level | API Score |
|--------|------------------------------|-------------------------------|--------------|---|-----------|
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ii) B. Invited Lectures at National/ International bodies / Institutions.

API Score –International – 7
 National – 5
 Regional /State level – 3
 Univ/Endowment Lect – 3

| S. No. | Title of Lecture / Academic Session | Title of Conference / Seminar etc. | Organised by | Whether international /national | API Score |
|--------|-------------------------------------|------------------------------------|--------------|---------------------------------|-----------|
| | | | | | |
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ii) C. Invited Group (Incl. Live/Recorded/Televised/Radio) Performances and/or Lecture-Demonstrations at National or International level

API Score – International – 5
 National – 3
 Regional – 2
 Local – 2

| S. No. | Title of Programme/ Sess./ Lecture/ Demo | Title & Type of performance | Organised by | International /National/ Regional | API Score |
|--------|--|-----------------------------|--------------|-----------------------------------|-----------|
| | | | | | |
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Note : The score under this sub category E(ii) shall be restricted to 20 % of the minimum fixed for Category III for any assessment period.

E. (iii) Development of E-learning delivery process / material**API score: 10 per module.**

| S. No. | Title of module | Organisation for which developed | API Score |
|--------|-----------------|----------------------------------|-----------|
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API SCORES under Category III .

| Sub-Category | Total Score claimed in Sub-category |
|--|-------------------------------------|
| Research papers (Journals etc.)/Published Outputs in CD/DVD. | |
| Research publications (books, etc.)/Performance/Exhibitions etc. | |
| Research Projects/Workshops in Performing and Fine Arts | |
| Research Guidance | |
| E-learning material/ fellowships | |
| Conferences/Seminars /lectures Note: The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period | |
| Total (Research and Academic Contribution) | |

SUMMARY OF API SCORES

| S. No. | Criteria | Total – API Score for Assessment Period |
|--------|---|---|
| I | Teaching, Learning and Evaluation related activities | |
| II | Co-curricular, Extension, Professional development etc. | |
| III | Research and Academic Contribution | |
| | Total II + III | |

The candidate will have to submit all necessary documents in support of the API score claimed.

Minimum total API score will be calculated combining category II and category III. However, faculty may score this balance of points from either category II or category III to achieve the minimum score required under category II & III.

OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier.

| S. No. | Details (Mention Year, value etc. where relevant) |
|--------|---|
| | |
| | |
| | |

LIST OF ENCLOSURES: Please attach copies of certificates, sanction orders, papers, book title- & content pages, copies of CDs/DVDs, newspaper or other coverage, review copies, etc. wherever necessary.

| | |
|---|----|
| 1 | 6 |
| 2 | 7 |
| 3 | 8 |
| 4 | 9 |
| 5 | 10 |

I certify that the information provided is correct as per records available with the university and / or documents enclosed along with the duly filled PBAS proforma.

Signature of HOD / School
Chairperson / Principal

Signature of the faculty with
Designation, Place & Date

N.B: 1. Where space provided in the form is found to be inadequate, annexure may be given quoting serial numbers under which additional information is supplied.

2. The individual PBAS Proforma duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the university / college as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment/verification.

3. The candidates are requested to consult UGC 4th Amendment regarding CAS promotion of University teachers (dated 11th July 2016) before filling up the of this Proforma.

VISVA-BHARATI



PBAS Proforma for Promotion under CAS

(FOR ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR, PROFESSOR
AND SENIOR PROFESSOR)

(As per UGC Regulations 2018, effective from 18th July 2018)

Part A: GENERAL AND ACADEMIC INFORMATION

1. Applicant's Name (in block letters):
- 2.a) Application for Position and Academic Level:
 - b) Date of eligibility for promotion :
3. Department / Centre and Bhavana :
- 4.a) Current Designation and Academic Level:
 - b) Date of last promotion / Joining date :
 - c) Gender : Male ☐ Female ☐ Transgender ☐
- 5.a) Date and place of Birth and age:
 - b) Marital Status :
6. Address for communication:
7. E-mail: _____ Mobile Number: _____
8. Nationality:
9. Whether belonging to SC / ST / OBC / PWD:
10. Father's / Husband's / Guardian's Name, Address and Occupation:
(if dead, state last address and occupation before death)
11. Permanent address (in full with nearest Railway Station):

12. Educational Qualifications:

| Examinations | Name of the Board/ University | Year of Passing | Percentage of marks or GPA obtained | Division/Class/ Grade | Subject(s) |
|--|-------------------------------|-----------------|-------------------------------------|-----------------------|------------|
| B.A./B.Sc./ B.Sc.(Ag.)/B.Com/B .Mus/ B.Fine etc. | | | | | |
| M.A./M.Sc./ M.Sc.(Ag.)M.Mus/ M.Fine, etc. | | | | | |
| Other Degrees/ Diplomas, if any | | | | | |

13. Research Degree(s)

| Degrees | Title | Date of award | University |
|--------------|-------|---------------|------------|
| M.Phil | | | |
| Ph.D/D.Phil | | | |
| D.Sc./D.Litt | | | |

14. Appointments held prior to joining this institution:

| Designation | Name of Employer | Address | Date of Joining | | Salary with Grade | Reasons for leaving |
|-------------|------------------|---------|-----------------|---------|-------------------|---------------------|
| | | | Joining | Leaving | | |
| | | | | | | |
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Note: Since counting of past services for promotion as well as direct recruitment is allowed at all levels from other universities/colleges/National Laboratories and/or other professional/scientific organizations such as *CSIR / ICAR / DRDO / UGC / ICSSR / ICHR / ICMR / DBT* etc., the applicants have to ensure that the essential qualifications for the posts held in these organizations were not lower than the qualifications (and on equivalent grade of the pre-revised scale of pay) prescribed by the UGC for Assistant Professor, Associate Professor, and Professor as the case may be. The appointment should not have been as Guest Lecturer, and the post should have been filled in accordance with the selection procedure laid down by the UGC/University/State and/or Central governments.

15. Post held after appointment at this institution:

| Designation | Department | Date of actual Joining | | Grade |
|-------------|------------|------------------------|----|-------|
| | | From | To | |
| | | | | |
| | | | | |
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| | | | | |

16. Period of teaching experience: P.G. Classes (in years) : U.G. Classes (in years)

17. Research Experience **excluding** years spent in M.Phil / Ph.D. (in years)

18. Fields of Specialization under the Subject/Discipline

(a) (b)

(c) (d)

19. TRAINING RECEIVED: Academic Staff College or through MOOCs (SWAYAM) Orientation/ Refresher Courses/ Methodology Workshops/ Training/ Teaching-Learning-Evaluation Technology Programmes/ Soft-Skill Development Programmes & Faculty Improvement/Dev. Programmes, including Summer, Winter Schools and Faculty Development (ARPIT) attended:

| Name of the Course/ Programme/Training/ Summer or Winter School | Place & Instt | Duration (Dates) | Sponsoring Agency (UGC/ICAR/ICHR/ICSSR/ Academies/Universities etc) |
|---|------------------|---------------------|---|
|---|------------------|---------------------|---|

1.

2.

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Part B: PERFORMANCE ASSESMENT REPORT

TABLE 1 : Assessment Criteria and Methodology

| Sl. No. | Activity | Grading Criteria | Actual Grade |
|-------------------------|--|--|---------------------|
| 1. | Teaching: (Number of classes taught/total classes assigned) x100% (Classes taught include sessions on tutorials, lab and other teaching related activities) | 80% and above – Good Below 80% but 70% and above – Satisfactory Less than 70% - Not satisfactory | |
| 2. | Involvement in the University students related activities/research activities (a) Administrative responsibilities such as Head, Chairperson/Dean/Director/Co-ordinator, Warden etc. (b) Examination and evaluation duties assigned by the University or attending the examination paper evaluation (c) Student related co-curricular, extension and field-based activities such as student clubs, career counseling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services (d) Organizing seminars/conferences /workshop, other University activities (e) Evidence of actively involved in guiding Ph.D. students (f) Conducting minor or major research project sponsored by national or international agencies (g) At least one single or joint publication in peer-reviewed or UGC list of Journals | Involved in at least 3 activities – Good 1-2 activities –Satisfactory Not involved/undertaken any of the activities – Not satisfactory Note: Number of activities can be within or across the broad categories of activities | |
| Overall Grading: | | | |

Overall Grading:

Good: Good in teaching and satisfactory or good in activity at Sl. No. 2

Satisfactory: Satisfactory in teaching and good or satisfactory in activity at Sl. No. 2

Not Satisfactory: If neither good nor satisfactory in overall grading

TABLE 2 : Academic / Research Score**1. i. Published papers in Journals (printed and electronic) (Peer-reviewed or UGC listed)**

Faculty of Sciences/Engineering/Agriculture/Medical/Veterinary Sciences – 08 per paper
 Faculty of Languages/Humanities/Arts/Social Sciences/Library/Education/Physical Education/
 Commerce/Management& other related disciplines – 10 per paper
 (With augmentation by impact factor as detailed below)
 Editor of Journal (International) – 10
 Editor of Journal (National) – 08

| SI. No | Title with volume, number and page number | Journal Name | ISBN/ISSN/ Categorization Peer-reviewed/UGC listed | Impact Factor (Proof required) | No. of Co-authors | Whether you are the First/Corresponding author | Score |
|--------------|---|--------------|--|--------------------------------|-------------------|--|-------|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Total | | | | | | | |

*** N.B. (a)** Scores for research papers would be augmented according to the impact factor of the journals (as per Thomson Reuters list) as follows:

- i) Paper in refereed journals without impact factor = 5 points
- ii) Paper with impact factor less than 1 = 10 points
- iii) Paper with impact factor between 1 and 2 = 15 points
- iv) Paper with impact factor between 2 and 5 = 20 points
- v) Paper with impact factor between 5 and 10 = 25 points
- vi) Paper with impact factor > 10 = 30 points

(b) Two authors – 70% of total value of publication for each author; More than two authors - 70% of total value of publication for the First author/Principal author/Corresponding author and 30% for each of the joint authors

ii. Published Outputs in CD/DVD/Online/E-form/E-book, etc.

Score – Category I (Reviewed) – 10

Category II (Non-Reviewed) – 08

| Sl. No | Title of CD/DVD/Tape/ Online/E-form/ E-book/Art Catalogues | Company/ Agency/ Instt Name | ISBN/ISSN No | Whether reviewed/having Impact factor (Hits/sales/citations /commendations/re views, etc) | No of Co-performer or Co-authors | Whether you are the main performer | Score |
|--------------|--|-----------------------------|--------------|---|----------------------------------|------------------------------------|-------|
| | | | | | | | |
| | | | | | | | |
| Total | | | | | | | |

iii. Public Displays/Exhibitions/Performances with or without outputs in CD/DVD/Online/E-form/E-book

Score – Category I (Reviewed) – 10

Category II (Non-Reviewed) – 08

| Sl. No | Title of Show/Exhibition/Performance with or without CD/DVD/Tape/Online/E-form/E-book version or Brochures | Company/Agency/Institute Name (Including TV/Radio etc) | Categorization (Venues/event/gallery/ studio/museums) | Whether reviewed/having Impact factor (Reporting/Coverage/Reviews/Hits/sales/citations/commendations/ etc) | No of Co-performer or Co-authors | Whether you are the Solo artist/performer | Score |
|--------------|--|--|---|--|----------------------------------|---|-------|
| | | | | | | | |
| | | | | | | | |
| Total | | | | | | | |

2. Publications (other than research papers)

(a) i. Books authored/Chapters in Edited Book/Editor of Books

Score: International Publishers – 12

National Publishers – 10

Chapter in Edited Book - 05

Editor of Book (International) – 10

Editor of Book (National) – 08

| Sl. No | Art/Chapter Title with page numbers | Book title, Editor & Publisher | ISBN/ISSN No/ (Or, Renowned publishers) | No of Co-authors (Points to be shared) | Whether you are the main author (Full points) | Score |
|--------------|-------------------------------------|--------------------------------|---|--|---|-------|
| | | | | | | |
| | | | | | | |
| Total | | | | | | |

***N.B.** Paper presented if part of edited book or proceeding then it can be claimed only once

ii. Shows/Performances with or without other artists/ Productions with outputs in CD/DVD/Online/E-form/E-book

Score: International – 12

National - 10

State/ Central/ Societies – 08

Regional/ Other/ Local – 05

| Sl. No | Title of Show/Exhibition/Performance with or without CD/DVD/Tape/Online/E-form/E-book version or Brochures | Company/Agency/Instt. Name Incl. AIR & TV | Categorization – International/National/Regional (Venues/events/studios/galleries/museums) | Whether reviewed/having Impact factor (Reporting/Coverage/Reviews/citations/commendations) | No of Co-performer or Co-authors (Points to be shared per unit) | Whether you are the Solo artist/performer (Full points per unit) | Score |
|--------------|--|---|--|--|---|--|-------|
| | | | | | | | |
| | | | | | | | |
| Total | | | | | | | |

iii. Workshops Conducted with or without other artists with or without visible Print/CD/DVD/Online outputs

Score: International – 12
 National - 10
 State/ Central/ Societies – 08
 Regional/ Other/ Local – 05

| Sl. No | Title of Your Workshop with or without CD/DVD/Tape/ Online/E-form/ E-book version or Brochures | Organizer Institution/ Company/ Agency/ Name | Categorization – (I) International (II) National (III) Regional (IV) Local | Whether reviewed/having Impact factor (Proof Required) | No of Co-artists or Co-faculty (Points to be shared per unit) | Whether you are the Solo artist/ performer (Full points per unit) | Score |
|--------------|--|--|--|--|---|---|-------|
| | | | | | | | |
| | | | | | | | |
| Total | | | | | | | |

(b) i. Translation works in Indian and Foreign Languages

Score – Chapter or Research Paper - 03
 Book - 08

| Sl. No | Title with page number | Type of Book/ and Authorship | Publisher & ISBN/ISSN/ Categorization | No of Co-authors (To be shared) | Whether you are the main author | Score |
|--------------|------------------------|------------------------------|---------------------------------------|---------------------------------|---------------------------------|-------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Total | | | | | | |

ii. Solo Performance/Exhibition as an artist on invitation Score –International – 08
 National/Regional – 03

| Sl. No | Title of Programme / Exhibition with details of venue | Organized or Sponsored by Institution/ Company/ Agency, incl AIR/TV etc | Categorization – (I) International (II) National/ Regional | No of Co-artists or Performers | Whether you are the Solo artist/ performer | Score |
|--------------|---|---|--|--------------------------------|--|-------|
| | | | | | | |
| | | | | | | |
| Total | | | | | | |

3. Creation of ICT mediated Teaching Learning pedagogy and content and development of new and

innovative courses and curricula

- a. Development of Innovative pedagogy** [Using ICT during class teaching (PowerPoint, PDF file demonstration, etc.): Score – 02 per semester/ taking Examination by using any Software: Score – 02 per semester]

| Sl. No. | Name of the Course and Semester | Type of E-content | Score during the assessment period (Maximum score 10) |
|--------------|---------------------------------|-------------------|---|
| 1. | | | |
| 2. | | | |
| Total | | | |

b. Design of New Curricula and courses

Score – 02 per curricula / course

| Sl. No. | Name of the Curricula / Course | Level of Curricula / Course (Certificate / Diploma / UG / PG/ etc.) | Score during the assessment period (Maximum score – 10) |
|--------------|--------------------------------|---|---|
| 1. | | | |
| 2. | | | |
| Total | | | |

c. i) Creation of Course materials and uploading in MOOCs

- Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser Credits 05 marks/credit) – 20
- MOOCs (Developed in 4 quadrants) - 05
- Content writer / Subject matter expert for Each module of MOOCs (at least one quadrant) – 02
- Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser Credits 02 marks/credit) – 08

| Sl. No. | Name of the Course and Paper | Marks of the paper | Score during the assessment period |
|--------------|------------------------------|--------------------|------------------------------------|
| 1. | | | |
| 2. | | | |
| Total | | | |

c. ii) Undertaking course(s) as a candidate through MOOCs (other than courses under Part A, point 19)

Score – For Certificate - 04; For Diploma – 08; For UG - 12, For PG - 16

| Sl. No. | Name of the Course | Duration of the course | | Year of completion | Score during the assessment period |
|--------------|--------------------|------------------------|----|--------------------|------------------------------------|
| | | From | To | | |
| 1. | | | | | |
| 2. | | | | | |
| Total | | | | | |

d. E-Content (for UG/PG/M. Phil)

Development of E-content in 4 quadrants for a complete course/e-book – 12

E-content (developed in 4 quadrants) per module – 05

Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant) – 02

Editor of E-content for complete course/ paper/ e-book – 10

| Sl. No. | Name of the Course | Title of the course content and my contribution as | Score during the assessment period |
|--------------|--------------------|--|------------------------------------|
| 1. | | | |
| 2. | | | |
| Total | | | |

4. (a) Research Guidance/Supervision

Score: Ph.D. degree awarded – 10; Ph.D. Thesis submitted – 05

M.Phil. awarded /P.G. Dissertation completed/ National Scholar – 02

| Sl. No. | Number Enrolled | Thesis Submitted | Degree awarded | Score during the Assessment period |
|----------------------------|-----------------|------------------|----------------|------------------------------------|
| Ph.D. | | | | |
| M. Phil/ P.G. Dissertation | | | | |
| Total | | | | |

N.B. : For joint supervision of research students, Supervisor and Co-supervisor shall get 70% each of the total score

(b) Ongoing and Completed Research Projects and Consultancies

Score: Completed Projects (More than 10 lakhs) - 10

Completed Projects (Less than 10 lakhs) - 05

Ongoing Projects (More than 10 lakhs) - 05

Ongoing Projects (Less than 10 lakhs) - 02

Consultancy - 03

| Sl. No | Title | Agency (Funding, Commissioning and / or Collaborating) | Period | Grant(s) / Amount mobilized (so far) in Rs. (Lakhs) | Whether Principal Investigator/ Co-investigator or Consultant/Quality evaluator | Score |
|--------------|-------|--|--------|---|---|-------|
| | | | | | | |
| | | | | | | |
| Total | | | | | | |

NB: Joint Projects: Principal Investigator and Co-investigator would get 50% each

5. (a) Patents (Patent / Technology Transfer / Product / Process)

Score: International - 10
National - 07

| Sl. No | Details of the Patent/Technology transfer/Product/Process | Document No. | International/National | Score |
|--------------|---|--------------|------------------------|-------|
| | | | | |
| | | | | |
| Total | | | | |

(b) Policy Document (submitted to an international body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Govt. or State Govt.)

Score: International – 10; National – 07; State / University - 04

| Sl. No | Nature of Document | Submitted to International/National/State organization | Score |
|--------------|--------------------|--|-------|
| | | | |
| | | | |
| Total | | | |

(c) Award/ Fellowships :

Score –International – 07
National – 05

| Name of Fellowship / Award | Organization awarding the Fellowship / Award | Date of Award | Amount, if Any | Score |
|----------------------------|--|---------------|----------------|-------|
| | | | | |
| | | | | |
| Total | | | | |

6. i. Invited lectures/Resource Person /Paper presentation in Seminars/Conferences/Full paper in Conference Proceedings*

Score: International (Abroad) – 07
International (within country) - 05
National - 03
State/University – 02

| S. No. | Title of the Invited Lecture/Paper presented | Title of Conference / Seminar | Organized by | Whether International (Abroad)/ International (within country) National/State/ University | Score |
|--------------|--|-------------------------------|--------------|---|-------|
| | | | | | |
| | | | | | |
| Total | | | | | |

* **N.B.** Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once

ii. Invited Group (including Live/Recorded/Televised/Radio) Performances and/or Lecture-Demonstrations and / or Judgement at National or International level

Score: International – 05

National – 03

Regional – 02

| Sl. No. | Title of Programme/ Sess./ Lecture/ Demo | Title & Type of performance | Organized by | International /National/ Regional | Score |
|---------|--|-----------------------------|--------------|-----------------------------------|-------|
| | | | | | |
| | | | | | |
| Total | | | | | |

Note : For the purpose of calculating research score of the teacher, the combined research score from the categories 5(b). Policy Document and 6. Invited Lectures/Resource Person/Paper Presentation shall have an upper capping of 30% of the total research score of the teacher concerned

TOTAL SCORE (Table 2)

| Sub-Category | Total Score | Total Score claimed in Sub-categories |
|--|-------------|---------------------------------------|
| 1. Research papers (Journals etc.)/Published Outputs in CD/DVD | | |
| 2. Research publications (books, etc.)/Performance/Exhibitions etc. | | |
| 3. Creation of Teaching Learning pedagogy and development of new curricula etc. | | |
| 4. Research Guidance and Projects | | |
| 5. a) Patents c) Award/Fellowships | | |
| 5. b) Policy Document 6. Conferences/Seminars /lectures | | (After capping) |
| Total Score (Academic & Research) Note: The score under category 5. b) and 6. shall be under capping of 30% of the total research score for any assessment period | | |

The candidate will have to submit all necessary documents in support of the score claimed.

For promotion under CAS of Assistant Professor, Associate Professor and Professor on University, in addition to eligibility requirements, following CAS promotion criteria have to be fulfilled before recommendation by Screening-cum-evaluation Committee or Selection Committee:

1. Assistant Professor (Academic Level 10) to Assistant Professor (Academic Level 11):
'Satisfactory' or 'Good' grade during at least three/four/five years of the last four/five/six years of the assessment period, as the case may be (Table 1) followed by recommendation by Screening-cum-evaluation committee
2. Assistant Professor (Academic Level 11) to Assistant Professor (Academic Level 12):
'Satisfactory' or 'Good' grade during at least four years of the last five years of the assessment period (Table 1) followed by recommendation by Screening-cum-evaluation committee
3. Assistant Professor (Academic Level 12) to Associate Professor (Academic Level 13A):
'Satisfactory' or 'Good' grade during at least two years of the last three years of the assessment period (Table 1), at least 70 score (Table 2) followed by recommendation by Selection Committee
4. Associate Professor (Academic Level 13A) to Professor (Academic Level 14):
'Satisfactory' or 'Good' grade during at least two years of the last three years of the assessment period (Table 1), at least 110 score (Table 2) followed by recommendation by Selection Committee
5. Professor (Academic Level 14) to Senior Professor (Academic Level 15):
Based on academic achievement, favourable review from three eminent subject experts, 10 best publications during last 10 years and interaction with Selection Committee

OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier.

| S. No. | Details (Mention Year, value etc. where relevant) |
|--------|---|
| | |
| | |
| | |
| | |
| | |
| | |

LIST OF ENCLOSURES: Please attach copies of certificates, sanction orders, papers, book title & content pages, copies of CDs/DVDs, newspaper or other coverage, review copies, etc. wherever necessary.

| | |
|---|----|
| 1 | 6 |
| 2 | 7 |
| 3 | 8 |
| 4 | 9 |
| 5 | 10 |

I certify that the information provided is correct as per records available with the university and / or documents enclosed along with the duly filled PBAS proforma.

Signature of the faculty with
Designation, Place & Date
Mobile No.

Signature of HOD / In-charge / Director

N.B: 1. Where space provided in the form is found to be inadequate, annexure may be given quoting serial numbers under which additional information is supplied.

2. The individual PBAS Proforma duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the university as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment/verification.

3. The candidates are requested to consult UGC Regulations regarding CAS promotion of University teachers (dated 18th July 2018) before filling up of this Proforma.

VISVA-BHARATI



PBAS Proforma for Promotion under CAS

(FOR UNIVERSITY LIBRARIAN, DEPUTY LIBRARIAN AND ASSISTANT LIBRARIAN)

(Revised as per UGC 4th Amendment, 11 July 2016)

Part A: GENERAL AND ACADEMIC INFORMATION

- 1.a) Name (in Block Letters): _____
- 2.a) Application for position and grade pay: _____
b) Date of eligibility for promotion: _____
3. Department / Centre / Bhavana / Library: _____
- 4.a) Current Designation, Pay Band & AGP: _____
b) Date of Joining / Last Promotion : _____
c) Gender (Tick as applicable): Male / Female / Transgender
- 5.a) Date and Place of Birth and age: _____
b) Marital Status: _____
- 6) Address for Communication: _____

- 7.a) E-mail: _____
b) Mobile No. _____
- 8) Nationality: _____
- 9) Whether belongs to SC/ST/OBC/PH category: _____
- 10) Father's / Husband's / Wife's Name, Address and Occupation (if dead, state last address and occupation before death): _____

11. Permanent Address (in full with nearest Railway Station): _____

12. Educational Qualifications:

| Examinations | Name of the Board / University | Year of Passing | Percentage of marks or GPA obtained | Division/ Class/ Grade | Subject(s) |
|--|---------------------------------------|------------------------|--|-------------------------------|-------------------|
| High School/ Matriculation | | | | | |
| Intermediate/ Pre-Univ./ Plus 2 | | | | | |
| B.A./B.Sc./B.Com./ B.Mus/ B.Fine, etc. | | | | | |
| M.A./M.Sc./M.Com./ M.Mus/ M.Fine, etc. | | | | | |
| BLIS / equivalents Degrees | | | | | |
| MLIS / equivalents Degrees | | | | | |
| Other Degrees/ Diplomas, if any | | | | | |

13. Research Degree(s):

| Degrees | Title | Date of Award | University |
|-----------------|--------------|----------------------|-------------------|
| M.Phil | | | |
| Ph.D. / D.Phil | | | |
| D.Sc. / D.Litt. | | | |

14. Appointments held prior to joining this institution:

| Designation | Name of Employer | Date of | | Salary with Grade | Reason of Leaving |
|--------------------|-------------------------|----------------|----------------|--------------------------|--------------------------|
| | | Joining | Leaving | | |
| | | | | | |
| | | | | | |
| | | | | | |

Note: Since counting of past service for promotion as well as direct recruitment is allowed at all levels from other universities/colleges/national laboratories and /or other professional/ scientific organizations such as CSIR/ICAR/DRDO/UGC/ICSSR/ICHR/ICNR/DBT etc. the applicants have to ensure that the essential qualifications for the posts held in these organizations were not lower than qualifications (and on equivalent grade or of the pre-revised scale of pay) prescribed by the UGC for Assistant Librarian, Deputy Librarian and University Librarian as the case may be. The appointment should not have been as guest lecturer, and the post should have been filled in accordance with the selection procedure laid down by the UGC/University/State and / or Central governments.

15. Posts held after appointment at this institution:

| Designation | Department | Date of Actual Joining | | Grade |
|-------------|------------|------------------------|----|-------|
| | | From | To | |
| | | | | |
| | | | | |
| | | | | |

16. Period of library experience as Assistant Librarian / Sr. Assistant Librarian / Assistant Librarian (SG) / Deputy Librarian / Librarian (in years):

17. Research Experience excluding the years spent in M.Phil / Ph.D. Programme (in years):

18. Fields of specialization under the Subject/Discipline:

(a)

(b)

(c)

(d)

19. TRAINING RECEIVED: Academic Staff College **Orientation / Refresher** Course or **Methodology Workshops/ Training/ Teaching-Learning-Evaluation Technology** Programmes as well as **Soft-Skill Development** Programmes and **Faculty / Library Improvement/Development** Programmes, including **Summer and Winter Schools** attended:

| Name of the course /Programme/Training Summer / Winter School | Place & Instt. | Duration (Dates) | Sponsoring Agency (UGC/ICAR/ ICHR/ICSSR/ Academies/ Universities, etc) |
|--|----------------|---------------------|--|
|--|----------------|---------------------|--|

1)

2)

3)

Part B: ACADMIC PERFORMANCE INDICATORS (APIs)

CATEGORY I: Procurement, Organization, and Delivery of Knowledge and Information through library services

| Nature of Activity | Univ. Assistant Librarian/College Librarian | | Deputy Librarian | | Librarian | |
|---|---|--|------------------|--|------------|--|
| a) Library resources organization and maintenance of books, journals, reports; Provision of library reader-services, literature retrieval services to researchers and analysis of reports; Provision of assistance to the departments of University/College with the required inputs for preparing reports, manuals and related documents; Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc. (40 Points) Development, organization and management of e-resources including their accessibility over Intranet / Internet, digitization of library resources, e-delivery of information, etc. (15 Points) User awareness and instruction programmes (Orientation lectures, users' training in the use of library services as e-resources, OPAC; knowledge resources user promotion programmes like organizing book exhibitions, other interactive latest learning resources, etc. (15 Points) | Max. Score | Actual Score (Actual hours spent per academic year ÷ 20) | Max. Score | Actual Score (Actual hours spent per academic year ÷ 20) | Max. Score | Actual Score (Actual hours spent per academic year ÷ 20) |
| | 70 | | 60 | | 55 | |
| b) ICT and other new technologies' application for upgradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, | Max. Score | Actual Score (Actual hours spent per academic year ÷ 10) | Max. Score | Actual Score (Actual hours spent per academic year ÷ 10) | Max. Score | Actual Score (Actual hours spent per academic year ÷ 10) |

| | | | | | | |
|--|------------|---|------------|---|------------|---|
| serial subscription system, reference and information services, library security (technology-based methods such as RFID, CCTV), development of library management tools (software), Intranet management | 15 | | 15 | | 15 | |
| c). Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms | Max. Score | Actual Score (Actual hours spent per academic year ÷ 10) | Max. Score | Actual Score (Actual hours spent per academic year ÷ 10) | Max. Score | Actual Score (Actual hours spent per academic year ÷ 10) |
| | 15 | | 15 | | 10 | |
| Total Score | | | | | | |

CATEGORY II: Professional Development, Co-Curricular and Extension Activities

| Nature of Activity | Maximum API Score | Actual score (Actual hours spent per academic year ÷ 10) |
|--|-------------------|--|
| a) Student related co-curricular, extension and field-based activities (such Cultural exchange and Library service Programmes (various level of extramural and intramural programmes); extension, library-literary work through different channels | 15 | |
| b) Contribution to Corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities. | 15 | |
| c) Professional Development activities (such as participation in seminars, conferences, short term, e- library training courses, workshops and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below) | 15 | |
| Total Score | | |

CATEGORY-III: Research and Academic Contributions

A) Published papers/Translations in journals as per UGC List.

API Score: Category I Refereed – 25, Category II Non-Refereed - 10

| Sl.No | Title with volume, number and page number | Journal Name | ISBN/ISSN/ Categorization Refereed/Non-Refereed | Impact Factor (Proof required) | No. of Co-authors | Whether you are the main author | API Score |
|-------|---|--------------|---|--------------------------------|-------------------|---------------------------------|-----------|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

* NB: For Impact Factor, Co-authoring and Refereed/Non-Refereed please refer to UGC guidelines.

B) (i) Articles/Chapters/Translations published in Books

API Score (Per Art/Chap) Category 1: International Publication – 10

Category 2: National/ State/ Central/ Societies Publisher – 5

Category 3: Subject books by Other/ Local Publisher – 3

Category 4: Chapters in Knowledge-based Volumes – 5

| S.No | Art/Chapter Title with page numbers | Book title, Editor & Publisher | ISBN/ISSN No/ (Or, Renowned publishers) | No of Co-authors (Points to be shared) | Whether you are the main author (Full points) | API Score |
|------|-------------------------------------|--------------------------------|---|--|---|-----------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

B) (ii) Books/Book-length translations Published as a Single Author/Editor

API Score – Category I Text/Reference Books by International Publisher – 30

Category II Text/Reference Books by National/Soc/Univ Publ – 20

Category III Subject Books by Other/Local Recognized Publ – 15

| S.No | Title with page number | Type of Book/ and Authorship | Publisher & ISBN/ISSN/ Categorization | No of Co-authors (To be shared) | Whether you are the main author | API Score |
|------|------------------------|------------------------------|---------------------------------------|---------------------------------|---------------------------------|-----------|
| | | | | | | |
| | | | | | | |
| | | | | | | |

C) Organization of Seminar, Symposia and Publication activities
(i) Organization of seminars, conferences, HRD Programmes, etc.

| | | |
|------------|---------------------------------------|--|
| API Score: | Category I: International | Organising Secretary- 20 Jt. /Co-Organizing Secretary - 15 Asst. Org. Secretary- 10 Others / Members- 05 |
| | Category II: National | Organising Secretary - 15 Jt. /Co-Organizing Secretary - 12 Asst. Org. Secretary- 08 Others / Members- 04 |
| | Category III: Regional / State Level | Organising Secretary - 10 Jt. /Co-Organizing Secretary - 08 Asst. Org. Secretary- 06 Others / Members- 03 |
| | Category IV: University / Local Level | Organising Secretary - 05 Jt. /Co-Organizing Secretary - 04 Asst. Org. Secretary - 03 Others / Members - 02 |

| Sl.No. | Title of the programme | Library subject area | International/ National/ State (regional) / University (local) Level | API Score |
|--------|------------------------|----------------------|--|-----------|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |

C) (ii) Publication Activities (User's Manual/Guide, Subscribed Journals, Stock Verification, etc.)

API Score – Leader: 5 per year; Assistant 3 per year

| Sl. No. | Title of publication | Library subject area | University/ subject related | API Score |
|---------|----------------------|----------------------|-----------------------------|-----------|
| 1. | | | | |
| 2. | | | | |

D) Research Guidance/Supervision

Degree-oriented: API Score – Ph.D. awarded – 15; Ph.D.Submitted – 10;
M.Phil. awarded – 5;

| S. No. | Number Enrolled | Thesis Submitted | Degree awarded | API Score |
|-----------------------|-----------------|------------------|----------------|-----------|
| M. Phil or equivalent | | | | |
| Ph.D. or equivalent | | | | |

E) (i) Fellowships / Award:

API Score –International – 15 / Fellowship / Award
National – 10 / Fellowship / Award
Regional / State – 5/ Fellowship / Award

| Name of Fellowship / Award | Body Awarding the Fellowship / Award | Date of Award | Amount if Any | API Score |
|----------------------------|--------------------------------------|---------------|---------------|-----------|
| | | | | |
| | | | | |
| | | | | |

E) (ii) A. Papers presented in Conferences, Seminars, Workshops, Symposia

API Score –International – 5
National – 3
Regional – 2
Local – 2

| S. No. | Title of the Paper presented | Title of Conference / Seminar | Organized by | Whether International / National/State/Regional/ University/College level | API Score |
|--------|------------------------------|-------------------------------|--------------|---|-----------|
| | | | | | |
| | | | | | |
| | | | | | |

If a paper presented in conference/seminar is published in the form of Proceedings, the points would accrue for publication II (a) and not under presentation III(e)(ii).

Note: the API for joint publication will have to be calculated in the following manner. Of the total score for the relevant category of publication by the concerned person, the first/principal author and the corresponding authors/supervisor/mentor would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

E) (ii) B. Invited Lectures / Chairing Academic Session at National/ International bodies / Institutions and or Seminar/Conference/Workshop, UGC-HRDC etc. etc. and equivalents.

API Score –International – 7
National – 5
Regional /State level – 3
Univ/Endowment Lect – 3

| Sl. No. | Title of Lecture / Academic Session | Title of Conference / Seminar etc. | Organised by | Whether international /national | API Score |
|---------|-------------------------------------|------------------------------------|--------------|---------------------------------|-----------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |

Note: The score under this sub category E(ii) shall be restricted to 20 % of the minimum fixed for Category III for any assessment period.

E) (iii) Development of E-learning delivery process / material

D) ICT and other technology applications (not covered under Category-1)

- a) Creation and maintenance of website, blog, web2 etc: Master- 10, Assistant-06 (for assessment Period)
- b) Creation and maintenance Institutional repository Master- 10, Assistant-06 (for assessment Period)
- c) Others (Organization and running of remote access, content organization, anti-plagiarism software, OCR software, utilization of cloud computing etc) Leader-10, Assistant- 06 (for assessment Period)

| Sl. No. | Title of application | Nature of service | API Score |
|---------|----------------------|-------------------|-----------|
| 1. | | | |
| 2. | | | |

II) Innovative assignments undertaken and carried out in software, meta data, creation, customization of open access resources, content creation for digitization, networking etc. (that are outside scope of category-1)

Leader-10, Assistant-06 (for the Assessment Period)

| Sl. No. | Title of assignment | Type of service | API score |
|---------|---------------------|-----------------|-----------|
| 1. | | | |
| 2. | | | |

III) Application of standards (national and international) for quality assurance in library services and organization

Leader-10, Assistant-06 (for the Assessment Period)

| Sl. No. | Title of standards | Field of application | API Score |
|---------|--------------------|----------------------|-----------|
| 1. | | | |
| 2. | | | |

IV) Contribution to consortia development /management organization of INFLIBNET's Sodhganga and ShodhGangotri projects, Indcat etc.

Leader-10, Assistant-06 (for the Assessment Period)

| Sl. No. | Nomenclature of projects | Extent of contribution | API Score |
|---------|--------------------------|------------------------|-----------|
| | | | |
| | | | |

API SCORES under Category III

| Sub-Category | Total Score claimed in Sub-category |
|---|-------------------------------------|
| Research papers (Journals etc.)/Published Outputs in CD/DVD. | |
| Research publications (books, etc.)/Performance/Exhibitions etc. | |
| Organization of Seminar/ Symposia and Publication activities | |
| Research Guidance | |
| E-learning material/ fellowships | |
| Conferences/Seminars /lectures Note: The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period | |
| Total (Research and Academic Contribution) | |

SUMMARY OF API SCORES

| Sl. No. | Criteria | Total – API Score claimed for the Assessment Period | Minimum API Score Required |
|---------|---|---|----------------------------|
| I | Teaching, Learning and Evaluation related activities | | |
| II | Co-curricular, Extension, Professional development etc. | | |
| III | Research and Academic Contribution | | |
| | Total II + III | | |

The candidate will have to submit all necessary documents in support of the API score claimed.

Minimum total API score will be calculated combining category II and category III. However, faculty may score this balance of points from either category II or category III to achieve the minimum score required under category II & III.

OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier.

| S. No. | Details (Mention Year, value etc. where relevant) |
|--------|---|
| | |
| | |
| | |

LIST OF ENCLOSURES: Please attach copies of certificates, sanction orders, papers, book title-& content pages, copies of CDs/DVDs, newspaper or other coverage, review copies, etc. wherever necessary.

| | |
|---|----|
| 1 | 6 |
| 2 | 7 |
| 3 | 8 |
| 4 | 9 |
| 5 | 10 |

I certify that the information provided is correct as per records available with the university and / or documents enclosed along with the duly filled PBAS proforma.

Signature of HOD / School
Chairperson / Principal / Librarian

Signature of the Dy. / Asst. Librarian with
Designation, Place & Date

N.B: 1. Where space provided in the form is found to be inadequate, annexure may be given quoting serial numbers under which additional information is supplied.

2. The individual PBAS Proforma duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the university / college as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment/verification.

3. The candidates are requested to consult UGC 4th Amendment regarding CAS promotion of University teachers Dated 13th July 2016 before filling up the of this Proforma.



VISVA-BHARATI

PBAS Proforma for Promotion under CAS

(FOR DEPUTY LIBRARIAN AND ASSISTANT LIBRARIAN)

(As per UGC Regulations 2018, effective from 18th July 2018)

Part A: GENERAL AND ACADEMIC INFORMATION

1. Applicant's Name (in block letters):
- 2.a) Application for Position and Academic Level :
- b) Date of eligibility for promotion:
3. Department / Centre and Bhavana:
- 4.a) Current Designation and Academic Level:
- b) Date of last promotion / Joining date:
- c) Gender: Male ☐ Female ☐ Transgender ☐
- 5.a) Date and place of Birth and age:
- b) Marital Status:
6. Address for communication:
7. E-mail: Mobile Number:
8. Nationality:
9. Whether belonging to SC / ST / OBC / PWD:
10. Father's / Husband's / Guardian's Name, Address and Occupation:
(if dead, state last address and occupation before death)
11. Permanent address (in full with nearest Railway Station):

12. Educational Qualifications:

| Examinations | Name of the Board/ University | Year of Passing | Percentage of marks of GPA obtained | Division/Class/ Grade | Subject(s) |
|--|-------------------------------|-----------------|-------------------------------------|-----------------------|------------|
| BLISc /B.A./B.Sc./ B.Sc.(Ag.)/B.Com/ B.Mus/ B.Fine/ etc. | | | | | |
| MLISc/ M.A./M.Sc./ M.Sc.(Ag.)M.Mus/ M.Fine etc. | | | | | |
| Other Degrees/ Diplomas, if any | | | | | |

13. Research Degree(s)

| Degrees | Title | Date of award | University |
|--------------|-------|---------------|------------|
| M.Phil | | | |
| Ph.D/D.Phil | | | |
| D.Sc./D.Litt | | | |

14. Appointments held prior to joining this institution:

| Designation | Name of Employer | Address | Date of | | Salary with Grade/AGP/Level | Reasons for leaving |
|-------------|------------------|---------|---------|---------|-----------------------------|---------------------|
| | | | Joining | Leaving | | |
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15. Post held after appointment at this institution:

| Designation | Department | Date of actual Joining | | Grade |
|-------------|------------|------------------------|----|-------|
| | | From | To | |
| | | | | |
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| | | | | |

16. Period of library service experience as Assistant Librarian /

Sr. Assistant Librarian / Assistant Librarian (SG) / Deputy Librarian

/ Librarian (in years):

17. Research Experience **excluding** years spent in M.Phil / Ph.D. (In years)

18. Fields of Specialization under the Subject/Discipline

- | | |
|-----|-----|
| (a) | (b) |
| (c) | (d) |

19. TRAINING RECEIVED: Academic Staff College or through MOOCs (SWAYAM) Orientation / Refresher Course or Methodology Workshops/ Training/ Teaching-Learning-Evaluation Technology Programmes as well as Soft-Skill Development Programmes and Faculty / Library Improvement/Development Programmes, including Summer and Winter Schools and Faculty Development (ARPIT) attended:

| Name of the course /Programme/Training Summer / Winter School | Place & Instt. | Duration (Dates) | Sponsoring Agency (UGC/ICAR/ ICHR/ICSSR/ Academies/ Universities, etc) |
|--|----------------|---------------------|--|
| 1) | | | |
| 2) | | | |
| 3) | | | |

PART B

Assessment Criteria and Methodology

Activity 1: Regularity of attending library

| Year | Number of Working Days | Working Days Actually Present | Works Done | % of days attended to the total number of days he/she is expected to attend | Grade | ANNEXURE NO. |
|--|------------------------|-------------------------------|------------|---|-------|--------------|
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| | | | | | | |
| 90% and above - Good Below 90% but 80% and above - Satisfactory Less than 80% - Not satisfactory | | | | | | |

Activity 2: Conduct of seminars/workshops related to library activity or on specific books or genre of books

| Year | Detail of Activity | Category* | Average Number of activities | Grading | ANNEXURE NO. |
|--|--------------------|-----------|------------------------------|---------|--------------|
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| * National level seminar/ workshop, state level seminar/ workshop, institution level seminar/ workshop Good – 1 National level seminar/ workshop + 1 State/institution level workshop/Seminar Satisfactory - 1 National level seminar/ workshop or 1 state level seminar/ workshop + 1 institution level seminar/ workshop or 4 institution seminar / workshop Unsatisfactory – Not falling in above two categories | | | | | |

Activity 3:

(A): If library has a computerized database

(i) General

| Year | Number of Books and Journal in Library | Number of Books and Journal in computerized database | % of physical books and journals in computerized database | Grade | ANNEXURE NO. |
|--|--|--|---|-------|--------------|
| | | | | | |
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| Good – 100% of physical books and journals in computerized database. Satisfactory – At least 90% of physical books and journals in computerized database. Unsatisfactory – Not falling under good or satisfactory. | | | | | |

(ii) Reference Section

| Year | Number of Books and Journal in Library | Number of Books and other resources in Reference Section | Number of Books and other resources in computerized database | % of physical books and other resources in computerized database | Grade | ANNEXURE NO. |
|--|--|--|--|--|-------|--------------|
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| Good – 100% of physical books and journals in computerized database. Satisfactory – At least 90% of physical books and journals in computerized database. Unsatisfactory – Not falling under good or satisfactory. | | | | | | |

(iii) Circulation Section

| Year | Number of Books and Journal in Library | Number of Books available for Circulation | Number of Books Circulated (Issue + Return) | % of Books Circulated through computerized system | Grade | ANNEXURE NO. |
|------|--|---|---|---|-------|--------------|
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| <p>Good – 100% of books circulated through computerized system.</p> <p>Satisfactory – At least 90% of books circulated through computerized system.</p> <p>Unsatisfactory – Not falling under good or satisfactory.</p> | | | | | | |

(iv) Journal Section

| Year | Number of Books and Journal in Library | Total Number of Journal in Library (Print and Electronic) | Number of Bound Journals in computerized database | % of journals browsed through computerized database | Grade | ANNEXURE NO. |
|--|--|---|---|---|-------|--------------|
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| <p>Good – 100% of physical journals in computerized database.</p> <p>Satisfactory – At least 90% of physical journals in computerized database</p> <p>Unsatisfactory – Not falling under good or satisfactory.</p> | | | | | | |

(v) Acquisition Section

| Year | Number of Books and Journal in Library | Number of Books procured | Number of Books accessioned in computerized database | % of physical books accessioned in computerized database | Grade | ANNEXURE NO. |
|--|--|--------------------------|--|--|-------|--------------|
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| <p>Good – 100% of physical books catalogued in computerized database.</p> <p>Satisfactory – At least 90% of physical books catalogued in computerized database</p> <p>Unsatisfactory – Not falling under good or satisfactory.</p> | | | | | | |

(vi) Technical/Processing Section

| Year | Number of Books and Journal in Library | Number of Books procured | Number of Books catalogued in computerized database | % of physical books catalogued in computerized database | Grade | ANNEXURE NO. |
|------|--|--------------------------|---|---|-------|--------------|
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| <p>Good – 100% of physical books and journals in computerized database.</p> <p>Satisfactory – At least 90% of physical books and journals in computerized database</p> <p>Unsatisfactory – Not falling under good or satisfactory.</p> | | | | | | |

Activity 3(B): If library does not have a computerized database

| Year | Number of Books and Journal in Library | Number of Books and Journal in Catalogue database | % of physical books and journals in Catalogue database | Grade | ANNEXURE NO. |
|--|--|---|--|-------|--------------|
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| <p>Good – 100% Catalogue database made up to date</p> <p>Satisfactory- 90% catalogue database made up to date</p> <p>Unsatisfactory - Catalogue database not up to mark.</p> | | | | | |

NB: Under the Activity 3 candidate has to fill-up any one of the tables.

Activity 4: Checking inventory and extent of missing books

| Year | Inventory Check Performed with Date | Number of Books and Journal in Library | Number of Books missing | % of Missing Books | Grade | ANNEXURE NO. |
|---|-------------------------------------|--|-------------------------|--------------------|-------|--------------|
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| <p>Good: Checked inventory and missing book less than 0.5%</p> <p>Satisfactory - Checked inventory and missing book less than 1%</p> <p>Unsatisfactory - Did not check inventory Or Checked inventory and missing books 1% or more.</p> | | | | | | |

Activity 5: Growth Activities

- (i) Digitization of books database in institution having no computerized database.
- (ii) Promotion of library network, Library Induction/Orientation Program.
- (iii) Systems in place for dissemination of information relating to books and other resources, Preparation of Bibliography, Book Exhibition/Fair.

- (iv) Assistance in administration and governance related work including work done during admissions, examinations and extracurricular/co-curricular/extension activities.
- (v) Design and offer short-term courses for users, Teaching Learning Activities.
- (vi) Publications of at least one research paper in UGC approved journals.

| Year | Detail of Activity | Category* | Number of activities during Assessment Period | Grading | ANNEXURE NO. |
|--|--------------------|-----------|---|---------|--------------|
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| Good: Involved in any two activities Satisfactory: At least one activity Not Satisfactory: Not involved/ undertaken any of the activities. | | | | | |

Summary of Assessment Criteria and Methodology:

| Categories | Year-1 | Year-2 | Year-3 | Year-4 | Year-5 | Year-6 |
|---|--------|--------|--------|--------|--------|--------|
| Activity 1: Regularity of attending library | | | | | | |
| Activity 2: Conduct of seminars/ workshops related to library activity or on specific books or genre of books | | | | | | |
| Activity 3(A): If library has a computerized database or Activity 3(B): If library does not have a computerized database | | | | | | |
| Activity 4: Checking inventory and extent of missing books | | | | | | |
| Activity 5: Growth Activities | | | | | | |
| Overall Grading | | | | | | |
| Good: Good in Item 1 and satisfactory/good in any two other items including Item 4. Satisfactory: Satisfactory in Item 1 and satisfactory /good in any other two items including Item 4. Not satisfactory: If neither good nor satisfactory in overall grading. | | | | | | |

For promotion under CAS of Assistant Librarian, Deputy Librarian in University, in addition to eligibility requirements, following CAS promotion criteria have to be fulfilled before recommendation by Screening-cum-evaluation committee or Selection Committee:

1. Assistant Librarian (Academic Level 10) to Assistant Librarian (Academic Level 11)
'Satisfactory' or 'Good' grade during at least three/four/five years of the last four/five/six years of the assessment period, followed by recommendation by Screening-cum-evaluation committee.
2. Assistant librarian (Academic Level 11) to Assistant Librarian (Academic Level 12)
'Satisfactory' or 'Good' grade during at least four years of the last five years of the assessment period followed by recommendation by Screening-cum-evaluation committee.
3. Assistant Librarian (Academic Level 12) to Deputy Librarian (Academic Level 13A)
'Satisfactory' or 'Good' grade during at least two years out of the last three years of the assessment period, followed by recommendation by Selection Committee on the basis of the interview performance.
4. Deputy Librarian (Academic Level 13A) to Deputy Librarian (Academic Level 14)
'Satisfactory' or 'Good' grade during at least two years out of the last three years of the assessment period followed by recommendation by Selection Committee on the basis of the interview performance.

Part-C: Other Relevant Information:

Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier:

| Sr. No. | Details (Mention Year, Value etc. where relevant) |
|----------------|--|
| | |
| | |

(Attach documentary proof in support of the information provided by you in this proforma)

List of Enclosures: (Please attach copies of certificates, sanction orders, papers, notifications etc., wherever necessary)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

I hereby declare that the information/documents provided by me are correct and verifiable, and I have carefully read the relevant provisions relating to promotion under Career Advancement Scheme (CAS) contained in UGC Regulations, 2018 as amended from time to time.

Date.....

Place.....

Signature & Designation of the Applicant

Certified that Mr./Ms./Dr.....has been working asin the department since..... The particulars given in this application have been checked and verified from the office records and are found to be correct.

Principal of the Concerned Bhavana

University Librarian

N.B: 1.Where space provided in the form is found to be inadequate, annexure may be given quoting serial numbers under which additional information is supplied.

2. The individual PBAS Proforma duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the university as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment/verification.

3. The candidates are requested to consult UGC Regulations regarding CAS promotion of University Library Officers (dated 18th July 2018) before filling up of this Proforma.

EMPLOYEES PROVIDENT FUND ORGANISATION

New Delhi, the 16th August 2010

No. C-Ex/E-III/16(7)/2000/WB/CE/EZ—In exercise of the powers conferred by clause (a) sub-section (4) of Section-17 of the EPF & MP Act, 1952, I, S. Chatterjee, Central Provident Fund Commissioner hereby cancel with effect from the date of publication of this notification, the exemption granted under clause (a) of sub-section (1) of section 17 of the EPF & MP Act, 1952 vide Notification No. E-102(19) E/A dated 17.10.1957 to M/s. Jai Jute & Industries Ltd. Unit Nuddea Jute Mills, WB/36 & 47 having its Registered Office at Kanthal Para, P. O. Naihati, District-24 Parganas (North), Pin Code-743165 for sufficient cause, which I consider appropriate, according to information laid before me.

S. CHATTERJEE
Central P. F. Commissioner

UNIVERSITY GRANTS COMMISSION

New Delhi-110002, the 30th June 2010

UGC REGULATIONS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION 2010

No. F.3-1/2009—In exercise of the powers conferred under clause (e) and (g) of sub-section (1) of Section 26 of University Grants Commission Act, 1956 (3 of 1956), and in pursuance of the MHRD O.M. No. F.23-7/2008-IFD dated 23rd October, 2008, read with Ministry of Finance (Department of Expenditure) O.M. No. F.1-1/2008-IC dated 30th August, 2008 and in terms of the MHRD Notification No. 1-32/2006-U.II/U.I(1) issued on 31st December, 2008 and in supersession of the University Grants Commission (Minimum Qualifications Required for the Appointment and Career Advancement of Teachers in Universities and Institutions affiliated to it) Regulations, 2000, issued by University Grants Commission vide Regulation No. F.3-1/2000 (PS) dated 4th April, 2000, together with all amendments made therein from time to time, the University Grants Commission hereby frames the following Regulations, namely :—

1. Short title, application and commencement :
- 1.1 These Regulations may be called the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2010
- 1.2 They shall apply to every University established or incorporated by or under a Central Act, Provincial Act or a State Act, every Institution including a constituent or an affiliated College recognized by the Commission, in consultation with the University concerned under Clause (f) of Section 2 of the University Grants Commission Act, 1956 and every Institution deemed to be a University under Section 3 of the said Act.
- 1.3 They shall come into force with immediate effect.

Provided that in the event, any candidate becomes eligible for promotion under Career Advancement Scheme in terms of these Regulations on or after 31st December, 2008, the promotion of such a candidate shall be governed by the provisions of these Regulations.

Provided further that notwithstanding anything contained in these Regulations, in the event any candidate became eligible for promotion under Career Advancement Scheme prior to 31st December, 2008, the promotion of such a candidate under Career Advancement Scheme shall be governed by the University Grants Commission (Minimum Qualifications Required for the Appointment and Career Advancement of Teachers in Universities and Institutions affiliated to it) Regulations, 2000 notified vide Notification No. F.3-1/2000 (PS) dated 4 April, 2000, as amended from time to time, read with notifications and guidelines issued by the University Grants Commission (UGC) from time to time, in this regard.

2. The Minimum Qualifications for appointment and other service conditions of University and College teachers, Librarians and Directors of Physical Education and Sports as a measure for the maintenance of standards in higher education, shall be as provided in the Annexure to these Regulations.
3. Consequences of failure of the Universities to comply with the recommendations of the Commission, as provision of Section 14 of the University Grants Commission Act, 1956 :

If any University Grants affiliation in respect of any course of study to any college referred to in sub-section (5) of Section 12-A in contravention of the provisions of the sub-section, or fails within a reasonable time to comply with any recommendations made by the Commission under Section 12 or Section 13, or contravenes the provisions of any rule made under clause (f) of sub-section (2) of Section 25 or of any regulations made under clause (e) or clause (f) of clause (g) of Sub-Section (1) of Section 26, the Commission after taking into consideration the cause, if any, shown by the University for such failure or contravention, may withhold from the university the grants proposed to be made out of the fund of the Commission.

N. A. KAZMI
Secy.

ANNEXURE**UGC REGULATIONS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF
TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND
MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION, 2010**

These Regulations are issued for minimum qualifications for appointment and other service conditions of University and College Teachers, Librarians, Directors of Physical Education and Sports for the maintenance of standards in higher education and revision of pay scales.

1.0.0 COVERAGE

1.1.1 For teachers in the Faculties of Agriculture and Veterinary Science, the norms /Regulations of Indian Council of Agricultural Research; for Faculty of Medicine, Dentistry, Nursing and AYUSH, the norms/Regulations of Ministry of Health and Family Welfare, Government of India; for Faculty of Education, the norms/Regulations formulated in consultations with National Council of Teacher Education; for Engineering and Technology, Pharmacy and Management/Business Administration, the norms/Regulations formulated in consultations with All India Council for Technical Education; and the qualifications in the field of rehabilitation and special education at Degree, PG Diploma and Masters level, the norms/Regulations formulated in consultations with Rehabilitation Council of India, shall apply.

2.0.0 PAY SCALES, PAY FIXATION FORMULA AND AGE OF SUPERANNUATION, ETC.

2.1.0 The revised scales of pay and other service conditions including age of superannuation in central universities and other institutions maintained and/or funded by the University Grants Commission (UGC), shall be strictly in accordance with the decision of the Central Government, Ministry of Human Resource Development (Department of Education), as contained in **Appendix-I**.

2.2.0 The pay scale shall, in the central universities and other institutions maintained and/or funded by the UGC, be fixed in accordance with the pay "fixation formula" developed by the UGC and approved by the Ministry of Human Resource Development (MHRD), as contained in **Appendix-II**.

2.3.0 The pay fixation formula for teachers shall apply for other positions in the Library and Physical Education and Sports cadres in the Central Universities and Colleges thereunder and Institutions Deemed to be Universities whose maintenance expenditure is met by the UGC.

2.3.1. The revised scales of pay and age of superannuation as provided in Clause 2.1.0 above, may also be extended to Universities, colleges and other higher educational institutions coming under the purview of the State Legislature and maintained by the State Governments, subject to the implementation of the scheme as a composite one in adherence of the terms and conditions laid down in the MHRD notifications provided as Appendix I and in the MHRD letter No.F.1-7/2010-U II dated 11 May, 2010 with all conditions specified by the UGC in these Regulations and other Guidelines.

2.3.2. Subject to the availability of vacant positions and fitness, teachers such as Assistant Professor, Associate Professor and Professor only, may be re-employed on contract appointment beyond the age of superannuation, as applicable to the concerned University, college and Institution, up to the age of seventy years.

Provided further that all such re-employment shall be strictly in accordance with the guidelines prescribed by the UGC, from time to time.

2.3.3. All other aspects which are not covered in these Regulations, on applicability, financial assistance, date of implementation of revised pay and allowances and payment of arrears, etc. shall be as laid down in the MHRD Notifications provided as Appendix-I of these Regulations and the MHRD letter No.F.1-7/2010-U II dated 11 May, 2010.

3.0.0. RECRUITMENT AND QUALIFICATIONS

3.1.0 The direct recruitment to the posts of Assistant Professors, Associate Professors and Professors in the Universities and Colleges shall be on the basis of merit through all India advertisement and selections by the duly constituted Selection Committees as per the provisions made under these Regulations to be incorporated under the Statutes/Ordinances of the concerned university. The composition of such committees should be as prescribed by the UGC in these Regulations.

3.2.0 The minimum qualifications required for the post of Assistant Professors, Associate Professors, Professors, Principals, Assistant Directors of Physical Education and Sports, Deputy Directors of Physical Education and Sports, Directors of Physical Education and Sports, Assistant Librarians, Deputy Librarians, Librarians will be those as prescribed by the UGC in these Regulations.

3.3.0 The minimum requirements of a good academic record, 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the master's level and qualifying in the National Eligibility Test (NET), or an accredited test (State Level Eligibility Test - SLET/SET), shall remain for the appointment of Assistant Professors.

3.3.1. NET/SLET/SET shall remain the minimum eligibility condition for recruitment and appointment of Assistant Professors in Universities / Colleges / Institutions.

Provided however, that candidates, who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions.

- 3.3.2** NET/SLET/SET shall not be required for such Masters Degree Programmes in disciplines for which NET/SLET/SET accredited test is not conducted.
- 3.4.0** A minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) will be required at the Master's level for those recruited as teachers at any level from industries and research institutions and at the entry level of Assistant Professors, Assistant Librarians, Assistant Directors of Physical Education and Sports.
- 3.4.1** A relaxation of 5% may be provided at the graduate and master's level for the Scheduled Caste/Scheduled Tribe/Differently-abled (Physically and visually differently-abled) categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.
- 3.5.0** A relaxation of 5% may be provided, from 55% to 50% of the marks to the Ph.D. Degree holders, who have obtained their Master's Degree prior to 19 September, 1991.
- 3.6.0** Relevant grade which is regarded as equivalent of 55% wherever the grading system is followed by a recognized university shall also be considered eligible.
- 3.7.0** The Ph.D. Degree shall be a mandatory qualification for the appointment of Professors and for promotion as Professors.
- 3.8.0** The Ph.D. Degree shall be a mandatory qualification for all candidates to be appointed as Associate Professor through direct recruitment.
- 3.9.0.** The period of time taken by candidates to acquire M.Phil. and/or Ph.D. Degree shall not be considered as teaching/ research experience to be claimed for appointment to the teaching positions.
- 4.0.0 DIRECT RECRUITMENT**
- 4.1.0 PROFESSOR**
- A. (i) An eminent scholar with Ph.D. qualification(s) in the concerned/allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers.
- (ii) A minimum of ten years of teaching experience in university/college, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.
- (iii) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.

- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in this Regulation in Appendix III.

OR

- B. An outstanding professional, with established reputation in the relevant field, who has made significant contributions to the knowledge in the concerned/allied/relevant discipline, to be substantiated by credentials.

4.2.0. PRINCIPAL

- i. A Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) by a recognized University.
- ii. A Ph.D. Degree in concerned/allied/relevant discipline(s) in the institution concerned with evidence of published work and research guidance.
- iii. Associate Professor/Professor with a total experience of fifteen years of teaching/research/administration in Universities, Colleges and other institutions of higher education.
- iv. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in this Regulation in Appendix III for direct recruitment of Professors in Colleges.

4.3.0 ASSOCIATE PROFESSOR

- i. Good academic record with a Ph.D. Degree in the concerned/allied/relevant disciplines.
- ii. A Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed).
- iii. A minimum of eight years of experience of teaching and/or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/industry excluding the period of Ph.D. research with evidence of published work and a minimum of 5 publications as books and/or research/policy papers.
- iv. Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.
- v. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in this Regulation in Appendix III.

4.4.0 ASSISTANT PROFESSOR

4.4.1. Arts, Humanities, Sciences, Social Sciences, Commerce, Education, Languages, Law, Journalism and Mass Communication

- i. Good academic record as defined by the concerned university with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign university.
- ii. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
- iii. Notwithstanding anything contained in sub-clauses (i) and (ii) to this Clause 4.4.1, candidates, who are, or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions.
- iv. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.

4.4.2. MUSIC, PERFORMING ARTS, VISUAL ARTS AND OTHER TRADITIONAL INDIAN ART FORMS LIKE SCULPTURE, ETC.

4.4.2.1. MUSIC AND DANCE DISCIPLINE

1. ASSISTANT PROFESSOR:

- i. Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level, in the relevant subject or an equivalent degree from an Indian/Foreign University.
- ii. Besides fulfilling the above qualifications, candidates must have cleared the National Eligibility Test (NET) for lecturers conducted by the UGC, CSIR, or similar test accredited by the UGC. Notwithstanding anything contained in the sub-clauses (i) and (ii) to this Clause 4.4.2.1, candidates, who are, or have been awarded Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions.

- iii. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.

OR

- i. A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should have:
- (a) Studied under noted/reputed traditional masters and has thorough knowledge to explain the subject concerned;
 - (b) A high grade artist of AIR/TV; and
 - (c) Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

2. ASSOCIATE PROFESSOR:

- i. Good academic record with doctoral degree, with performing ability of high professional standard.
- ii. Eight years of experience of teaching at the University, College level and/or research in University/national level institutions excluding the period spent for obtaining the research degree.
- iii. Has made significant contributions to the knowledge in the subject concerned, as evidenced by quality of publications.
- iv. Contribution to educational innovation such as designing of new courses, curricula and/or outstanding performing achievement in the field of specialization.

OR

- i. A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:
- (a) 'A' grade artist of AIR/TV;
 - (b) Eight years of outstanding performing achievements in the field of specialization;
 - (c) Experience in designing of new courses and /or curricula;
 - (d) Participation in Seminars/Conferences in reputed institutions; and
 - (e) Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

3. PROFESSOR:

- i. An eminent scholar with a doctoral degree actively and engaged in research with ten years of experience in teaching in University/College and/or research at the University/National level institutions including experience of guiding research at doctoral level with outstanding performing achievements in the field of specialization.

OR

- ii. A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:
 - (a) 'A' grade artist of AIR/TV;
 - (b) Twelve years of outstanding performing achievements in the field of specialization;
 - (c) Significant contributions in the field of specializations and ability to guide research;
 - (d) Participation in National/International Seminars/Conferences/ Workshops and/ or recipient of National/International Awards/Fellowships; and
 - (e) Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

4.4.2.2. DRAMA DISCIPLINE:**1. ASSISTANT PROFESSOR:**

- i. Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level, in the relevant subject or an equivalent degree from an Indian/Foreign University.
- ii. Besides fulfilling the above qualifications, candidates must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR, or similar test accredited by the UGC. However, candidates, who are, or have been awarded Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions.

- iii. Without prejudice to the above, NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.

OR

- iv. A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:
 - 1. A professional artist with first class degree/diploma from National School of Drama or any other such approved Institution in India or abroad;
 - 2. Five years of regular acclaimed performance in regional/ national/ international stage with evidence; and
 - 3. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in said discipline.

2. ASSOCIATE PROFESSOR:

- i. Good academic record with doctoral degree with performing ability of high professional standard as recommended by an expert committee constituted by the University concerned for the said purpose.
- ii. Eight years of experiences of teaching in a University / College and/ or research in University/national level institutions excluding the period spent for obtaining the research degree.
- iii. Has made significant contributions to the knowledge in the subject concerned, as evidenced by quality of publications.

Contributions to educational innovation such as designing new courses and/ or curricula and/ or outstanding performing achievements in the field of specializations.

OR

- iv. A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:
 - 1. A recognized artist of Stage/ Radio/TV;
 - 2. Eight years of outstanding performing achievements in the field of specialization;
 - 3. Experience in designing of new courses and /or curricula;
 - 4. Participation in Seminars/Conferences in reputed institutions; and
 - 5. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

3. PROFESSOR:

- i. An eminent scholar with a doctoral degree actively engaged in research with ten years of experience in teaching and /or research at the University/National level institutions including experience of guiding research in doctoral level, with outstanding performing achievement in the field of specialization.

OR

- ii. A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:
 1. Twelve years of outstanding performing achievements in the field of specialization;
 2. Has made significant contributions in the field of specializations and has the ability to guide research;
 3. Participation in National/International Seminars/Conferences/ Workshops and/ or recipient of National/International Awards/ Fellowships; and
 4. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations.

4.4.2.3. VISUAL (FINE) ARTS DISCIPLINE**1. ASSISTANT PROFESSOR:**

- i. Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's degree level, in the relevant subject or an equivalent degree from an Indian/Foreign University.
- ii. Besides fulfilling the above qualifications, candidates must have cleared the National Eligibility Test (NET) for lecturers conducted by the UGC, CSIR, or similar test accredited by the UGC. Notwithstanding anything contained in sub-clauses (i) and (ii) to this Clause 4.4.2.3, candidates, who are, or have been awarded a Ph.D. Degree, in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions.
- iii. Without prejudice to the above, NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.

OR

- i. A Professional artist with highly commendable professional achievement in the concerned subject, who should have:
 - 1. First class Diploma in Visual (Fine) arts discipline from the recognized Institution of India/Abroad;
 - 2. Five years of experience of holding regular regional/National exhibitions/Workshops with evidence; and
 - 3. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

2. ASSOCIATE PROFESSOR:

- i. Good academic record with doctoral degree, with performing ability of high professional standard.
- ii. Eight years of experience of teaching in a University / College and/ or research in University / national level institutions excluding the period spent for the research degree of M.Phil./ Ph. D.
- iii. Has made significant contributions to the knowledge in the subject concerned as evidenced by quality of publications.
- iv. Contributions to educational innovation such as: designing new courses and/ or curricula and/or outstanding performing achievements in the field of specializations.

OR

- v. A Professional artist with highly commendable professional achievement in the concerned subject, who should have:
 - 1. A recognized artist of his/her own discipline;
 - 2. Eight years of outstanding performing achievements in the field of specialization;
 - 3. Experience in designing of new courses and /or curricula;
 - 4. Participation in Seminars/Conferences in reputed institutions; and
 - 5. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

3. PROFESSOR:

- i. An eminent scholar with a doctoral degree actively engaged in research with ten years of experience in teaching and /or research at the University/National level institutions including experience of guiding research in doctoral level, with outstanding performing achievement in the field of specialization.

OR

- ii. A Professional artist with highly commendable professional achievement in the concerned subject, who should have:
 1. Twelve years of experience of holding regular regional/national exhibition/workshops with evidence;
 2. Significant contributions in the field of specialization and ability to guide research;
 3. Participation in National/International Seminars/Conferences/ Workshops and/or recipient of National/International Awards/ Fellowships; and
 4. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

4.4.3. QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF OCCUPATIONAL THERAPY TEACHERS**1. ASSISTANT PROFESSOR:**

- i. Bachelor Degree in Occupational Therapy (B.O.T./B. Th.O./B.O.Th.), Masters in Occupational Therapy (M.O.Th/M.Th.O./ M.Sc. O.T/M.OT.) with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) from a recognized University.

2. ASSOCIATE PROFESSOR:

- i. Master in Occupational Therapy (M.O.T./M.O.Th./M.Sc. O.T.) with eight years experience as Assistant Professor.
- ii. Desirable: Higher Qualification like Ph. D. in any discipline in occupational therapy recognized by the UGC/independent published work of higher standard.

3. PROFESSOR:

- i. Masters in Occupational Therapy (M.O.T. / M.O.Th./M.Th.O./M.Sc. O.T.) with eleven years total experience including five years experience as Associate Professor (Occupational Therapy).

- ii. Desirable: Higher Qualification like Ph. D. in any discipline in occupational therapy recognized by the UGC/independent published work of high standard.

4. PRINCIPAL / DIRECTOR / DEAN:

Masters in Occupational Therapy (M.O.T./M.Th.O./M.Oth./M.Sc. O.T.) with fifteen years experience, which shall include five years experience as Professor (Occupational Therapy).

- i. Senior-most Professor shall be the Principal / Director / Dean.
- ii. Desirable: Higher qualification like Ph. D. in any discipline in occupational therapy recognized by the UGC/ independent published work of high standard.

4.4.4. QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF PHYSIOTHERAPY TEACHERS

1. ASSISTANT PROFESSOR:

- i. Bachelor Degree in Physiotherapy (B.P.T./B. Th./P./B.P.Th.), Masters in Physiotherapy (M./P.Th/M.Th.P./M.Sc. P.T/M.P.T.) with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) from recognized University.

2. ASSOCIATE PROFESSOR:

- i. Master in Physiotherapy (M.P.T./M.P.Th./M.Th.P/M.Sc. P.T.) with eight years total experience as Assistant Professor.
- ii. Desirable: Higher Qualification like Ph. D. in any discipline in Physiotherapy recognized by U.G.C./independent published work of higher standard.

3. PROFESSOR:

- i. Masters in Physiotherapy (M.P.T. / M.P.Th./M.Th.P./M.Sc. P.T.) with eleven years total experience including five years experience as Associate Professor (Physiotherapy).
- ii. Desirable: Higher Qualification like Ph. D. in any discipline in Physiotherapy recognized by U.G.C./ independent published work of high standard.

4. PRINCIPAL / DIRECTOR / DEAN:

- i. Masters in Physiotherapy (M.P.T./M.Th.P./M.Pth./M.Sc. P.T.) with fifteen years total experience, including five years experience as Professor (Physiotherapy).
- ii. Senior-most Professor shall be the Principal / Director / Dean.

- iii. Desirable: Higher qualification like Ph. D. in any discipline in Physiotherapy recognized by the UGC/ independent published work of high standard.

4.4.5. MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHING FACULTY IN UNIVERSITIES AND COLLEGES - MANAGEMENT/BUSINESS ADMINISTRATION:

1. ASSISTANT PROFESSOR

i. Essential:

1. First Class Masters Degree in Business Management / Administration / in a relevant management related discipline or first class in two year full time PGDM declared equivalent by AIU / accredited by the AICTE / UGC;

OR

2. First Class graduate and professionally qualified Chartered Accountant / Cost and Works Accountant / Company Secretary of the concerned statutory bodies.

ii. Desirable:

1. Teaching, research, industrial and / or professional experience in a reputed organization;
2. Papers presented at Conferences and / or published in refereed journals.

2. Associate Professor:

- i. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration / in a relevant management related discipline or first class in two years full time PGDM declared equivalent by AIU / recognized by the AICTE / UGC;

OR

First Class graduate and professionally qualified Chartered Accountant / Cost and works Accountant / Company Secretary of the concerned statutory body.

- ii. Ph.D. or Fellow of Indian Institute of Management or of an Institute recognized by AICTE and declared equivalent by the AIU.
- iii. A minimum of eight years' experience of teaching / industry / research / professional at managerial level excluding the period spent for obtaining the research degree.

OR

iv. In the event the candidate is from industry and the profession, the following requirements shall constitute as essential requirements:

1. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration / in a relevant management related discipline or first class in two years full time PGDM declared equivalent by AIU / recognized by AICTE / UGC,

OR

First Class graduate and professionally qualified Chartered Accountant / Cost and Works Accountant / Company Secretary of the concerned statutory body.

2. A minimum of ten years experience of teaching industry / research / profession, out of which five years must be at the level of Assistant Professor or equivalent excluding the period spent for obtaining research degree. The candidate should have Professional work experience, which is significant and can be recognized at national / international level as equivalent to Ph.D. and ten years managerial experience in industry / profession of which at least five years should be at the level comparable to that of lecturer / assistant professor.

v. Without prejudice to the above, the following conditions may be considered desirable:

- a) Teaching, research industrial and / or professional experience in a reputed organization;
- b) Published work, such as research papers, patents filed / obtained, books and / or technical reports; and
- c) Experience of guiding the project work /dissertation of PG / Research Students or supervising R&D projects in industry.

3. Professor:

- i. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration / in a relevant discipline or consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in two year full time PGDM declared equivalent by AIU / recognized by the AICTE / UGC;

OR

First Class graduate and professionally qualified Chartered Accountant / Cost and works Accountant / Company Secretary of the concerned statutory body.

- ii. Ph. D. or Fellow of Indian Institute of Management or of an Institute recognized by AICTE and declared equivalent by the AIU.
- iii. A minimum of ten years' experience of teaching / industry / research / professional out of which five years must be at the level of Reader or equivalent excluding the period spent for obtaining the research degree.

OR

- iv. In the event the candidate is from industry and the profession, the following shall constitute as essential:

- 1. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration / in a relevant management related discipline or consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in two years full time PGDM declared equivalent by AIU / recognized by the AICTE / UGC.

OR

First Class graduate and professionally qualified Chartered Accountant / Cost and works Accountant / Company Secretary of the concerned statutory body.

- 2. The candidate should have professional work experience which is significant and can be recognized at national / International level as equivalent to Ph. D. and twelve years' managerial experience in industry / profession of which at least eight years should be at least at a level comparable to that of Reader/Assistant Professor.
- v. Without prejudice to the above, the following conditions may be considered desirable:
 - i) Teaching, Teaching, research, and / or professional experience in a reputed organization;
 - ii) Published work, such as research papers, patents filed / obtained, books and / or technical reports;
 - iii) Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry;
 - iv) Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
 - v) Capacity to undertake / lead sponsored R&D consultancy and related activities.

4. Principal / Director / Head of Institution

- i. Qualification same as those prescribed for the post of professor in the relevant discipline with a minimum of fifteen years' experience of postgraduate teaching / industry / research.

OR

- ii. For candidates from Industry / Profession:

1. Qualification same as those prescribed for the post of Professor from industry / profession stream with fifteen years' experience of postgraduate teaching / research out of which five years must be at the level of Professor in the relevant discipline.

- iii. Without prejudice to the above, the following conditions may be considered desirable:

1. Administrative experience in senior level responsible position in the Industry / Professional Institution.

5. PERCENTAGE EQUIVALENCE OF GRADE POINTS FOR A SEVEN POINTS SCALE:

It is hereby clarified that where the University/College/Institution declare results in grade points which is on a scale of seven, the following mechanism shall be referred to ascertain equivalent marks in percentage:

| Grade | Grade Point | Percentage Equivalent |
|---------------------|-------------|-----------------------|
| 'O' – Outstanding | 5.50-6.00 | 75-100 |
| 'A' – Very Good | 4.50-5.49 | 65-74 |
| 'B' – Good | 3.50-4.49 | 55-64 |
| 'C' – Average | 2.50-3.49 | 45-54 |
| 'D' – Below Average | 1.50-2.49 | 35-44 |
| 'E' – Poor | 0.50-1.49 | 25-34 |
| 'F' – Fail | 0-0.49 | 0-24 |

6. SELECTION COMMITTEE:

The Selection Committee should be as the same notified by the UGC in the Regulations.

4.4.6.1 MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHING FACULTY IN UNIVERSITIES AND COLLEGES-ENGINEERING AND TECHNOLOGY DISCIPLINE:

1. Assistant Professor

i. Essential

First Class Master's Degree in the appropriate branch of Engineering (Engg.) & Technology (Tech).

ii. Without prejudice to the above, the following conditions may be considered desirable:

1. Teaching, research industrial and / or professional experience in a reputed organization;
2. Papers presented at Conferences and / or in refereed journals.

2. Associate Professor

i. Essential:

A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech., and experience of eight years in teaching, research and / or industry at the level of Lecturer or equivalent grade, excluding period spent on obtaining the research degree.

OR

ii. In the event the candidate is from industry and the profession, the following shall constitute as essential:

1. First Class Master's Degree in the appropriate branch of Engg., & Tech.;
2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., and industrial / professional experience of eight years in a position equivalent to the level of Lecturer,
Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

iii. Without prejudice to the above, the following conditions may be considered desirable:

1. Teaching, research industrial and / or professional experience in a reputed organization;
2. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
3. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry.

3. Professor:

i. Essential:

1. A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech., and experience of ten years in teaching, research and / or industry, out of which at least five years at the level of Assistant Professor Reader or equivalent grade.

OR

ii. In the event the candidate is from industry and the profession, the following shall constitute as essential:

1. First Class Master's Degree in the appropriate branch of Engg., & Tech.;
2. Significant professional work which can be recognized* as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., and industrial / professional experience of ten years, out of which at least five years at a senior level of Assistant Professor / Reader,

Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

iii. Without prejudice to the above, the following conditions may be considered desirable:

1. Teaching, research industrial and / or professional experience in a reputed organization;
2. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
3. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry;
4. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and

5. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

4.4.6.2 Bio-Technology (Engg. & Tech.) Discipline:

1. Assistant Professor:

i. Essential:

1. First Class Master's Degree in the appropriate branch of Engineering (Engg.) & Technology (Tech);

OR

2. A Ph.D. Degree in Applied Biological Sciences such as, Micro-Biology, Bio-Chemistry, Genetics, Molecular Biology, Pharmacy and Bio-Physics;

OR

3. Good academic record with at least 55% marks (or an equivalent grade) and at the Master's Degree level, in the relevant subject or an equivalent degree from an Indian / Foreign University.

- ii. Besides fulfilling the above qualifications, candidates should have cleared the eligibility test (NET) for lecturers conducted by the UGC, CSIR or similar test accredited by the UGC.

iii. Desirable:

1. Teaching, research industrial and / or professional experience in a reputed organization;
2. Papers presented at Conferences and / or in refereed journals;

2. Associate Professor:

i. Essential:

1. A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech./Applied Biological sciences, and experience of eight years in teaching, research and / or industry at the level of Lecturer or equivalent grade, excluding period spent on obtaining the research degree;

OR

- ii. In the event the candidate is from industry and the profession, the following shall constitute as essential:

1. First Class Master's Degree in the appropriate branch of Engg., & Tech./Applied Biological Sciences;
2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., and industrial / professional experience of eight years in a position equivalent to the level of Lecturer,

Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

- iii. Desirable:

1. Teaching, research industrial and / or professional experience in a reputed organization;
2. Published work, such as research papers, patents filed / obtained, books, and / or technical reports; and
3. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry.

3. Professor:

- i. Essential:

1. A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech. / Applied Biological Sciences, and experience of ten years in teaching, research and / or industry, out of which at least five years at the level of Assistant Professor Reader or equivalent grade.

OR

- ii. In the event the candidate is from industry and the profession, the following shall constitute as essential:

1. First Class Master's Degree in the appropriate branch of Engg., & Tech. / Applied Biological Sciences;
2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech. / Applied Biological Sciences, and industrial / professional experience of ten years, out of which at least five years at a senior level of Assistant Professor / Reader,

Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

iii. Desirable:

1. Teaching, industrial research and / or professional experience in a reputed organization;
2. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
3. Experience of guiding the project work, dissertation of post graduate or research students or supervising R&D projects in industry;
4. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
5. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

4.4.6.3. PHARMACY DISCIPLINE:

1. Assistant Professor

i. Essential:

1. A basic degree in pharmacy (B.Pharm.).
2. Registration as a pharmacist under the Pharmacy Act, 1948, as amended from time to time, including any succeeding enactments.
3. First Class Master's Degree in appropriate branch of specialization in Pharmacy.

ii. Desirable:

1. Teaching, research industrial and / or professional experience in a reputed organization; and
2. Papers presented at Conferences and / or in refereed journals.

2. Associate Professor:

i. Essential:

1. A basic degree in pharmacy (B. Pharm.).

2. Registration as a pharmacist under the Pharmacy Act, 1948, as amended from time to time, including any succeeding enactments.
3. A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of specialization in Pharmacy, and experience of eight years in teaching, research, industry and / or profession at the level of Lecturer or equivalent grade; excluding period spent on obtaining the research degree.

OR

ii. In the event the candidate is from industry and the profession, the following shall constitute as essential:

1. First Class Master's Degree in the appropriate branch of specialization in Pharmacy;
2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of specialization in Pharmacy and industrial / professional experience of eight years in a position equivalent to the level of Lecturer,

Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

iii. Desirable:

1. Teaching, research industrial and / or professional experience in a reputed organization;
2. Published work, such as research papers, patents filed / obtained, books and / or technical reports; and
3. Experience of guiding the project work, dissertation of post graduate or research students or supervising R&D projects in industry.

3. Professor:

i. Essential:

1. A basic degree in pharmacy (B. Pharm.).
2. Registration as a pharmacist under the Pharmacy Act, 1948, as amended from time to time, including any succeeding enactments.
3. A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of specialization in Pharmacy, and experience of ten

years in teaching, research, industry and / or profession at the level of Lecturer or equivalent grade;

OR

ii. In the event the candidate is from industry and the profession, the following shall constitute as essential:

1. First Class Master's Degree in the appropriate branch of specialization in Pharmacy; and
2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of specialization in Pharmacy and industrial / professional experience of five years at a senior level comparable to Assistant Professor / Reader,

Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

iii. Desirable:

1. Teaching, industrial research and / or professional experience in a reputed organization;
2. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
3. Experience of guiding the project work, dissertation of post graduate or research students or supervising R&D projects in industry;
4. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
5. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

For avoidance of doubt, it is hereby clarified that:

1. If Class or Division is not declared at the Bachelor's or Master's Degree levels, an aggregate of $\geq 60\%$ or equivalent Cumulative Grade Point Average (CGPA) is to be considered as equivalent to First Class.
2. In respect of CGPA awarded to the candidates on a 10-Point Scale, the Table of equivalence shall be provided by the university concerned followed for determining the Class obtained by them as per (1) cited above.

4.4.7. QUALIFICATIONS PRESCRIBED FOR FACULTY POSITIONS IN THE REGULATIONS OF NCTE.**A. QUALIFICATIONS FOR B. Ed. COURSE:****(i) PRINCIPAL / HEAD (in multi-faculty institution):**

- a. Academic and professional qualification will be as prescribed for the post of lecturer;
- b. Ph.D. in Education; and
- c. Ten years teaching experience out of which at least five years teaching experience in a Secondary Teacher Educational Institution.

Provided that, in the event of non-availability of eligible and suitable candidates for appointment as Principal / Heads as per above eligibility criteria, it would be permissible to appoint retired Professor / Head in Education on contract basis for a period not exceeding one year at a time, till such time the candidates complete sixty five years of age.

(ii) ASSISTANT PROFESSOR:**a. Foundation Courses**

1. A Master's Degree in Science / Humanities / Arts with 50% marks (or an equivalent grade in a point scale wherever grading system is followed);
2. M. Ed. With at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed); and
3. Any other stipulation prescribed by the UGC / any such affiliating body / State Government, from time to time for the positions of principal and lecturers, shall be mandatory;

OR

1. M. A. in Education with 55% marks (or an equivalent grade in a point scale wherever grading system is followed);
2. B. Ed. with at least 55% (marks or an equivalent grade in a point scale wherever grading system is followed); and
3. Any other stipulation prescribed by the UGC / any such affiliating body / State Government, from time to time for the positions of principal and lecturers, shall be mandatory.

b. Methodology Courses

1. A Master's Degree in subject with 50% marks (or an equivalent grade in a point scale wherever grading system is followed);
2. M. Ed. Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed); and
3. Any other stipulation prescribed by the UGC / any such affiliating body / State Government, from time to time for the position of principal and lecturers, shall be mandatory.

Provided that at least one lecturer should have specializations in ICT and another in the special education.

B. QUALIFICATIONS FOR M. Ed. COURSE:**(i) PROFESSOR / HEAD:**

- a. A Master's Degree in Arts / Humanities / Sciences / Commerce and M. Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed), OR

M. A. (Education) with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and B. Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed);

- b. Ph. D. in Education; and

- c. At least ten years of teaching experience in University department of education or College of Education of which a minimum of five years at the M. Ed. level with published work in the area of his specialization.

Provided that, in the event of non-availability of eligible and suitable candidates for appointment as Professor / HOD / Reader as per above eligibility criteria, it would be permissible to appoint retire Professor / HOD / Reader in Education on contract basis for a period not exceeding one year at a time till such time the candidates complete sixty five years of age.

(ii) ASSOCIATE PROFESSOR:

- a. A Master's Degree in Arts / Humanities / Sciences / Commerce and M. Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed), OR

M. A. (Education) and B. Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed);

b. Ph. D. in Education; and

c. At least eight years of teaching experience in University department of education or College of Education, with a minimum of three years at the M. Ed. level and has published work in the relevant area of specialization.

(iii) ASSISTANT PROFESSOR:

a. A Master's Degree in Arts / Humanities / Sciences / Commerce and M. Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed), OR

M. A. (Education) and B. Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed); and

b. Any other stipulation prescribed by the UGC / such other affiliating body / State Government, from time to time for the positions of Principal and lecturers, shall be mandatory.

Provided that it is desirable that one faculty member possesses a Master's Degree in Psychology and another member in Philosophy / Sociology besides M. Ed.

C. QUALIFICATIONS FOR M. P. Ed. COURSE:

(i) PRINCIPAL / HEAD:

a. A Master's degree in Physical Education with 55% marks (or an equivalent grade in a point scale wherever grading system is followed),;

b. Ph.D. in Physical Education or equivalent published work in Physical Education; and

c. Ten Years teaching experience out of which five years experience shall be in a college Physical Education.

Provided that in the event of non-availability of eligible and suitable candidates for appointment as Principal / Head as per above eligibility criteria, it would be permissible to appoint retired Principal / Head in Physical Education or contract basis for a period not exceeding one year at a time till such time the candidates complete sixty five years of age.

(ii) PROFESSOR:

a. A Master's Degree in Physical Education with a minimum of 55% (marks or an equivalent grade in a point scale wherever grading system is followed);

b. Ph.D. in Physical Education or equivalent published work; and

- c. At least ten years teaching / research experience in a department / college of Physical Education out of which at least five years in the post graduate institution / University department.

(iii) ASSOCIATE PROFESSOR:

- a. A Master's Degree in Physical Education with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed)
- b. At least eight years teaching / research experience in a department / college of Physical Education out of which at least three years in the post graduate level; and
- c. Ph.D. in Physical Education or Equivalent published work.

Provided that in the event of non-availability of eligible and suitable candidates for appointment as Professor / Reader as per above eligibility criteria, it would be permissible to appoint retired Professor / Reader in Physical Education on contract basis for a period not exceeding one year at a time till such time the candidates complete sixty five years of post-retirement service.

(iv) ASSISTANT PROFESSOR:

- a. A Master's Degree in Physical Education with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed); and
- b. Any other stipulation prescribed by the UGC / such other affiliating body / State Government, from time to time for the positions of Principal and lecturers, shall be mandatory.

4.5.0 MINIMUM QUALIFICATIONS FOR DIRECT RECRUITMENT TO THE POSTS OF LIBRARIAN, DEPUTY LIBRARIAN AND UNIVERSITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN

4.5.1 UNIVERSITY LIBRARIAN

- i. A Master's Degree in Library Science /Information Science/documentation with at least 55% marks or its equivalent grade of B in the UGC seven points scale and consistently good academic record set out in these Regulations.
- ii. At least thirteen years as a Deputy Librarian in a university library or eighteen years' experience as a College Librarian.
- iii. Evidence of innovative library service and organization of published work.
- iv. Desirable: A. M.Phil./Ph.D. Degree in library science/information science / documentation/achieves and manuscript-keeping.

4.5.2. DEPUTY LIBRARIAN

- i. A Master's Degree in library science/information science/documentation with at least 55% of the marks or its equivalent grade of B in the UGC seven point scale and a consistently good academic record.
- ii. Five years experience as an Assistant University Librarian/College Librarian.
- iii. Evidence of innovative library service and organization of published work and professional commitment, computerization of library.
- iv. Desirable: A M.Phil./Ph.D. Degree in library science/Information science / Documentation/Archives and manuscript-keeping/computerization of library.

4.5.3 UNIVERSITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN

- i. A Master's Degree in Library Science / Information Science / Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library.
- ii. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.
- iii. However, candidates, who are, or have been awarded Ph. D. degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Director of Physical Education/ College Director of Physical Education & Sports.

4.6.0 MINIMUM QUALIFICATIONS FOR THE POSTS OF DIRECTOR OF PHYSICAL EDUCATION AND SPORTS, DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS AND ASSISTANT DIRECTORS OF PHYSICAL EDUCATION AND SPORTS**4.6.1. UNIVERSITY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS**

- (i) A Ph.D. in Physical Education.
- (ii) Experience of at least ten years as University Deputy or fifteen years as University Assistant DPEs/College (selection grade).
- (iii) Participation in at least two national/international seminars/conferences.
- (iv) Consistently good appraisal reports.
- (v) Evidence of organizing competitions and conducting coaching camps of at least two weeks' duration.
- (vi) Evidence of having produced good performance teams/athletes for competitions like state/national/inter-university/combined university, etc.,

4.6.2 UNIVERSITY DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS / COLLEGE DIRECTOR OF PHYSICAL EDUCATION AND SPORTS

- (i) A Ph.D. in Physical Education. Candidates from outside the university system, in addition, shall also possess at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level by the university concerned.
- (ii) Eight years experience as University Assistant DPES/College DPES, with a benefit of two years and one year for Ph.D. and M.Phil. Degree holders.
- (iii) Evidence of organizing competitions and conducting coaching camps of at least two weeks duration.
- (iv) Evidence of having produced good performance teams/athletes for competitions like state / national / inter-university / combined university, etc.
- (v) Passed the physical fitness test in accordance with these Regulations.
- (vi) Consistently good appraisal reports.

4.6.3. University Assistant Director of Physical Education / College Director of Physical Education and Sports

- i. A Master's Degree in Physical Education or Master's Degree in Sports Science with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record.
- ii. Record of having represented the university / college at the inter-university /inter-collegiate competitions or the State and/ or national championships.
- iii. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.
- iv. Passed the physical fitness test conducted in accordance with these Regulations.
- v. However, candidates, who are, or have been awarded Ph. D. degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Director of Physical Education / College Director of Physical Education & Sports.

4.6.4. PHYSICAL FITNESS TEST NORMS

- (a) Subject to the provisions of these Regulations, all candidates who are required to undertake the physical fitness test shall be required to produce a medical certificate certifying that he/she is medically fit before undertaking such tests.

- (b) On production of such certificate mentioned in sub-clause (a) above, the candidate would be required to undertake the physical fitness test in accordance with the following norms:

| NORMS FOR MEN | | | |
|---------------------------------|----------------|----------------|----------------|
| 12 MINUTES RUN/WALK TEST | | | |
| Up to 30 years | Up to 40 years | Up to 45 years | Up to 50 years |
| 1800 metres | 1500 metres | 1200 metres | 800 metres |

| NORMS FOR WOMEN | | | |
|----------------------------------|----------------|----------------|----------------|
| 8 MINUTES RUN / WALK TEST | | | |
| Up to 30 years | Up to 40 years | Up to 45 years | Up to 50 years |
| 1000 Metres. | 800 metres. | 600 metres. | 400 metres. |

- 4.7. Since the UGC has prescribed the above qualifications for teaching positions in all higher education institutions for maintenance of minimum standards in consultation with the Statutory Councils governing the approval of courses respectively, any future modification in qualifications for appointment of teachers in universities/colleges offering such courses will automatically be considered as adopted by the UGC as prescribed qualifications for those courses.

5.0.0. SELECTION COMMITTEES AND GUIDELINESS ON SELECTION

PROCEDURES:

The UGC has evolved the following guidelines on: (a) Constitution of Selection Committees for selection of Assistant Professor, Associate Professor, Professor, Assistant Librarian, Deputy Librarian, Librarian, Assistant Director of Physical Education and Sports, Deputy Director of Physical Education and Sports and Director of Physical Education and Sports; and (b) specified selection procedures for direct recruitment and Career Advancement Schemes Regulations for teachers and other academic staff in universities and colleges.

5.1.0 Selection Committee Specifications:

5.1.1 Assistant Professor in the University:

(a) The Selection Committee for the post of Assistant Professor in the University shall have the following composition.

1. The Vice Chancellor shall be the Chairperson of the Selection Committee.
2. Three experts in the concerned subject nominated by the Vice Chancellor out of the panel of names approved by the relevant statutory body of the university concerned.
3. Dean of the concerned Faculty, wherever applicable
4. Head/Chairperson of the Department/School.
5. An academican nominated by the Visitor/Chancellor, wherever applicable.
6. An academican representing SC/ST/OBC/Minority/Women/Differently-abled categories to be nominated by the Vice Chancellor or Acting Vice Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.

(b) At least four members, including two outside subject experts shall constitute the quorum.

5.1.2 Associate Professor in the University

(a) The Selection Committee for the post of Associate Professor in the University shall have the following composition:

1. Vice Chancellor to be the Chairperson of the Selection Committee.
2. An academican who is the nominee of the Visitor/Chancellor, wherever applicable.
3. Three experts in the concerned subject/field nominated by the Vice Chancellor out of the panel of names approved by the relevant statutory body of the university concerned.
4. Dean of the faculty, wherever applicable.
5. Head/Chairperson of the Department/School.
6. An academican representing SC/ST/OBC/ Minority / Women / Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.

At least four members, including two outside subject experts, shall constitute the quorum.

5.1.3 Professor in the University

The composition of the Selection Committee for the post of Professor in the University shall be similar in composition as that for the post of Associate Professor set out in Clause 5.1.2 above.

5.1.4 Assistant Professor in Colleges including Private Colleges:

(a) The Selection Committee for the post of Assistant Professor in Colleges including Private Colleges shall have the following composition:

1. Chairperson of the Governing Body of the college or his/her nominee from among the members of the Governing body to be the Chairperson of the Selection Committee.
2. The Principal of the College.
3. Head of the Department of the concerned subject in the College.
4. Two nominees of the Vice Chancellor of the affiliating university of whom one should be a subject expert. In case of colleges notified/declared as minority educational institutions, two nominees of the Chairperson of the college from out of a panel of five names, preferably from minority communities, recommended by the Vice Chancellor of the affiliating university from the list of experts suggested by the relevant statutory body of the college, of whom one should be a subject expert.
5. Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University to be nominated by the Chairperson of the Governing Body of the College out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the College.
6. An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.

(b) To constitute the quorum for the meeting, five of which at least two must be from out of the three subject-experts shall be present.

(c) For all levels of teaching positions in Government colleges, the State Public Services Commissions / Teacher Recruitment Boards must invite three subject experts for which the concerned University, be involved in the selection process by the State PSC.

(d) For all levels of teaching positions in Constituent college(s) of a university, the selection committee norms shall be similar to that of the posts of departments of the university.

5.1.5 Associate Professor in Colleges including Private Colleges

(a) The Selection Committee for the post of Assistant Professor in Colleges including Private Colleges shall have the following composition:

1. The Chairperson of the Governing Body or his or her nominee, from among the members of the Governing body to be the Chairperson of the Selection Committee.
2. The Principal of the College.
3. The Head of the Department of the concerned subject from the college.
4. Two University representatives nominated by the Vice Chancellor, one of whom will be the Dean of College Development Council or equivalent position in the University, and the other must be expert in the concerned subject. In case of Colleges notified/declared as minority educational institutions, two nominees of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university from the list of experts suggested by the relevant statutory body of the college of whom one should be a subject expert.
5. Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University to be nominated by the Chairperson of the Governing Body of the College out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the College.
6. An academican representing SC/ST/OBC/ Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.

(b) The quorum for the meeting should be five of which at least two must be from out of the three subject-experts

5.1.6 College Principal

(a) The Selection Committee for the post of College Principal shall have the following composition:

1. Chairperson of the Governing Body as Chairperson.
2. Two members of the Governing Body of the college to be nominated by the Chairperson of whom one shall be an expert in academic administration.
3. One nominee of the Vice Chancellor who shall be a Higher Education expert. In case of Colleges notified/declared as minority educational institutions, one nominee of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university of whom one should be a subject expert.
4. Three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by

the Governing Body of the college) out of a panel of six experts approved by the relevant statutory body of the university concerned.

5. An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.

(b) At least five members, including two experts, should constitute the quorum.

(c) All the selection procedures of the selection committee shall be completed on the day of the selection committee meeting itself, wherein, minutes are recorded along with the scoring proforma and recommendation made on the basis of merit with the list of selected and waitlisted candidates/Panel of names in order of merit, duly signed by all members of the selection committee.

(d) The term of appointment of the college principal shall be FIVE years with eligibility for reappointment for one more term only after a similar selection committee process.

- 5.1.7 Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education and Sports, Librarians, Deputy Librarians and Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor respectively, except that the concerned expert in Physical Education and Sports or Sports Administration or Library, practicing Librarian/Physical Director, as the case may be, shall be associated with the Selection Committee as one of the subject experts.

6.0.0 SELECTION PROCEDURES:

- 6.0.1 The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on weightages given to the performance of the candidate in different relevant dimensions and his/her performance on a scoring system proforma, based on the Academic Performance Indicators (API) as provided in this Regulations in Tables I to IX of Appendix III.

In order to make the system more credible, universities may assess the ability for teaching and/or research aptitude through a seminar or lecture in a class room situation or discussion on the capacity to use latest technology in teaching and research at the interview stage. These procedures can be followed for both direct recruitment and CAS promotions wherever selection committees are prescribed in these Regulations.

- 6.0.2 The Universities shall adopt these Regulations for selection committees and selection procedures through their respective statutory bodies incorporating the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) at the institutional level for University Departments and their Constituent colleges/ affiliated colleges (Government/Government-aided/Autonomous/ Private Colleges) to be followed transparently in all the selection processes. An indicative PBAS template proforma for

direct recruitment and for Career Advancement Schemes (CAS) based on API based PBAS shall also be sent separately by the UGC to the universities. The universities may adopt the template proforma or may devise their own self-assessment cum performance appraisal forms for teachers in strict adherence to the API criteria based PBAS prescribed in these Regulations.

6.0.4 In all the Selection Committees of direct recruitment of teachers and other academic staff in universities and colleges provided herein, an academician representing Scheduled Caste/Scheduled Tribe/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant and if any of the members of the selection committee do not belong to that category, shall be nominated by the Vice Chancellor or Acting Vice Chancellor of the University, and in case of a college Vice Chancellor or Acting Vice Chancellor of the University to which the college is affiliated to. The academician, so nominated for this purpose, shall be one level above the cadre level of the applicant, and such nominee shall ensure that the norms of the Central Government or concerned State Government, in relation to the categories mentioned above, are strictly followed during the selection process.

6.0.5 (i) Besides the indexed publications documented by various discipline-specific databases, the University concerned shall draw through committee(s) of subject experts and ISBN / ISSN experts: (a) a comprehensive list of National /Regional level journals of quality in the concerned subject(s); and (b) a comprehensive list of Indian language journals / periodicals / official publication volumes of language bodies and upload them on the University website which are to be updated periodically.

(ii) In respect of Indian language publications, equivalence in quality shall be prescribed for universities located in a State by a Co-ordination Committee of experts to be constituted by the Chancellor of the concerned State University.

(iii) At the time of assessing the quality of publications of the candidates during their appointments/promotions, the selection committees shall have to be provided with the above two lists which could be considered by the selection committees along with the other discipline-specific databases.

(iv) The UGC shall constitute a Committee as soon as practicable, in so far as acceptability of the (list of) Indian language journals so developed by Universities / States, to arrive at equivalence in quality of such publications with otherwise accepted and recognized journals.

6.0.6 The process of selection of Associate Professor should involve inviting the bio-data with the duly filled Performance Based Appraisal System (PBAS) proforma developed by the respective universities based on the API criteria provided in this Regulation and template separately provided. Without prejudice, to the requirements provided for selection of Associate Professor under this Regulation, the prescription of research publications for promotion from the post of Assistant Professor to Associate Professor in colleges shall be as follows:

- (a) For those who possess a Ph.D. Degree, a minimum of one publication made during the period of service as Assistant Professor;
- (b) for those with a M.Phil. Degree, a minimum of two publications made during the period of service as Assistant Professor; and
- (c) for those without Ph.D. or M.Phil. degree, at least three publications during the period of service as Assistant Professor.

Provided that in so far as teachers in Universities are concerned, three publications shall be required to be submitted for all the three categories mentioned above for consideration of promotion from Assistant Professor to Associate Professor.

Provided further that such publications shall be provided to the subject experts for assessment before the interview and the evaluation score of the publications provided by the experts shall be factored into the weightage scores while finalizing the outcome of selection by the selection committee.

- 6.0.7.** The process of selection of Professor shall involve inviting the bio-data with duly filled Performance Based Appraisal System (PBAS) proforma developed by the respective universities based on the API criteria based PBAS set out in this Regulation and reprints of five major publications of the candidates.

Provided that such publications submitted by the candidate shall have been published subsequent to the period from which the teacher was placed in the Assistant Professor stage-II.

Provided further that such publications shall be provided to the subject experts for assessment before the interview and the evaluation of the publications by the experts shall be factored into the weightage scores while finalizing the outcome of selection.

- 6.0.8** In the case of selection of Professors who are from outside the academic stream and are considered under Clause 4.1.0 (B), the universities' statutory bodies must lay down clear and transparent criteria and procedures so that only outstanding professionals who can contribute substantially to the university knowledge system are selected in any discipline as per the requirements.

- 6.0.9** The Academic Performance Indicator (API) scoring system in the process of selection of Principal shall be similar to that of directly recruited College Professors. In addition, the selection committee shall assess the following dimensions with the weightages given below:

- a. Assessment of aptitude for teaching, research and administration (20%);
- b. Ability to communicate clearly and effectively (10%);
- c. Ability to plan institutional programmes, analyze and discuss curriculum development and delivery, research support and college development/administration (20%);

- d. Ability to deliver lecture programmes to be assessed by requiring the candidate to participate in a group discussion or exposure to a class room situation by a lecture (10%); and
- e. Analysis of the merits and credentials of the candidates on the basis of the Performance Based Appraisal System (PBAS) proforma developed by the affiliating University based on these Regulations (deduced to 40% of the total API score).

6.0.10 In the selection process for posts involving different nature of responsibilities in certain disciplines/areas, such as Music and Fine Arts, Visual arts and Performing arts, Physical education and Library, greater emphasis may be laid on the nature of deliverables indicated against each of the posts in these Regulations which need to be taken up by the concerned institution while developing API based PBAS proforma for both direct recruitment and CAS promotions.

6.0.11 The Internal Quality Assurance Cell (IQAC) shall be established in all Universities/Colleges as per the UGC/ National Assessment Accreditation Council (NAAC) guidelines with the Vice Chancellor, as Chairperson (in the case of universities), and Principal, as Chairperson (in case of colleges). The IQAC shall act as the documentation and record-keeping Cell for the institution including assistance in the development of the API criteria based PBAS proforma using the indicative template separately developed by UGC. The IQAC may also introduce, wherever feasible, the student feedback system as per the NAAC guidelines on institutional parameters without incorporating the component of students' assessment of individual teachers in the PBAS.

6.1.0 While the API:

- (a) Tables I and III of Appendix III are applicable to the selection of Professors/ Associate Professors /Assistant Professors in universities and colleges;
- (b) Tables IV, V and VI of Appendix III are applicable to Directors/ Deputy Directors/ Assistant Directors of Physical Education and Sports; and
- (c) Tables VII, VIII and IX of Appendix III are applicable to Librarians/ Deputy Librarians and Assistant Librarians for both direct recruitment as well as Career Advancement Promotions,

the ratio / percentage of minimum requirement of category-wise API Score to each of the cadres shall vary from those for university teachers and for UG/PG College Teachers, as given in these Tables of Appendix-III.

6.2.0 The minimum norms of Selection Committees and Selection Procedures as well as API score requirements for the above cadres, either through direct recruitment or through Career Advancement Schemes Regulations, shall be similar. However, since teachers recruited directly can be from different backgrounds and institutions, Table II(c) of

Appendix III provides norms for direct recruitment of teachers to different cadres, while Tables II (a) and Table II(b) provide for CAS promotions of teachers in universities and colleges respectively, which accommodate these differences.

- 6.3.0** In order to remedy the difficulties of collecting retrospective information and to facilitate the implementation of these regulations from 31-12-2008 in the CAS Promotion, the API based PBAS will be progressively and prospectively rolled out. Accordingly, the PBAS based on the API scores of categories I and II as mentioned in these tables is to be implemented for one year, initially based on the existing systems in universities / colleges for one year only with the minimum annual scores as depicted in Table II (a) and II (b) for university and college teachers, or by Librarian/Physical Education and Sports cadres as depicted in Tables V(a) and V (b), Tables VIII(a) and VIII (b) respectively. This annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is considered for CAS promotion in 2010, one year API scores for 2009-10 alone will be required for assessment. In case of a teacher being considered for CAS promotion in 2011, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period. For Category III (research and academic contributions), API scores for this category will be applied for the entire assessment period.
- 6.3.1** A teacher who wishes to be considered for promotion under CAS may submit in writing to the university/college, with three months in advance of the due date, that he/she fulfils all qualifications under CAS and submit to the university/college the Performance Based Appraisal System proforma as evolved by the concerned university duly supported by all credentials as per the API guidelines set out in these Regulations. In order to avoid delays in holding Selection Committee meetings in various positions under CAS, the University/College should immediately initiate the process of screening/selection, and shall complete the process within six months from the date of application. Further, in order to avoid any hardships, candidates who fulfill all other criteria mentioned in these Regulations, as on 31 December, 2008 and till the date on which this Regulation is notified, can be considered for promotion from the date, on or after 31 December, 2008, on which they fulfill these eligibility conditions, provided as mentioned above.
- 6.3.2** Candidates who do not fulfill the minimum score requirement under the API Scoring System proposed in the Regulations as per Tables II(a and b) of Appendix III or those who obtain less than 50% in the expert assessment of the selection process will have to be re-assessed only after a minimum period of one year. The date of promotion shall be the date on which he/she has successfully got re-assessed.
- 6.3.3** The Selection Committee specifications as delineated in Clauses 5.1.0 to 5.1.7 are applicable to all direct recruitments of Faculty Positions and Career Advancement promotions of Assistant Professor to Associate Professor and to that of Associate Professor to Professor.

6.3.4 CAS promotions from a lower grade to a higher grade of Assistant Professor shall be conducted by a "Screening cum Evaluation Committee" adhering to the criteria laid out as API score in PBAS in the Tables of Appendix-III.

6.3.5 The "Screening cum Evaluation Committee" for CAS promotion of Assistant Professors/equivalent cadres in Librarians/Physical Education from one AGP to the other higher AGP shall consist of:

6.3.5.1. For University teachers:

- a. The Vice Chancellor as the Chairperson of the Selection Committee;
- b. The Dean of the concerned Faculty;
- c. The Head of the Department /Chairperson of the School; and
- d. One subject expert in the concerned subject nominated by the Vice Chancellor from the University panel of experts.

6.3.5.2 For College teachers:

- a. The Principal of the college;
- b. Head of the concerned department from the college;
- c. Two subject experts in the concerned subject nominated by the Vice Chancellor from the university panel of experts;

6.3.5.3 The quorum for these committees in both categories mentioned above shall be three including the one subject expert/ university nominee need to be present.

6.3.6 The Screening cum Evaluation Committee on verification/evaluation of API score secured by the candidate through the 'PBAS' methodology designed by the respective university based on these Regulations and as per the minimum requirement specified: (a) in Tables II and III for each of the cadre of Assistant Professor; (b) in Tables V and VI for each of the cadre of Physical Education and Sports; and (c) in Tables VIII and IX for each of the cadre of Librarians shall recommend to the Syndicate/ Executive Council /Board of Management of the University about the suitability for the promotion of the candidate(s) under CAS for implementation.

6.3.7 All the selection procedures outlined above, shall be completed on the day of the selection committee meeting, wherein the minutes are recorded along with PBAS scoring proforma and recommendation made on the basis of merit and duly signed by all members of the selection committee in the minutes.

6.3.8 CAS promotions being a personal promotion to the incumbent teacher holding a substantive sanctioned post, on superannuation of the individual incumbent, the said post shall revert back to its original cadre.

6.3.9 The incumbent teacher must be on the role and active service of the Universities/Colleges on the date of consideration by the Selection Committee for Selection/CAS Promotion.

6.3.10 Candidates shall offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in the appropriate API system tables by submitting an application and the required PBAS proforma. They can do so three months before the due date if they consider themselves eligible. Candidates who do not consider themselves eligible can also apply at a later date. In any event, the university concerned shall send a general circular twice a year calling for applications for CAS promotions from eligible candidates.

6.3.11 In the final assessment, if the candidates do not either fulfill the minimum API scores in the criteria as per PBAS proforma or obtain less than 50% in expert assessment, wherever applicable, such candidates will be reassessed only after a minimum period of one year.

6.3.12 (a) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be from that of minimum period of eligibility.

(b) If, however, the candidates find that he/she fulfills the eligibility conditions at a later date and applies on that date and is successful, his/her promotion will be effected from that date of application fulfilling the criteria.

(c) If the candidate does not succeed in the first assessment, but succeeds in the eventual assessment, his/her promotion will be deemed to be from the later date of successful assessment.

6.4.0. STAGES OF PROMOTION UNDER CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY APPOINTED ASSISTANT PROFESSORS/ ASSOCIATE PROFESSORS/PROFESSORS

6.4.1. Entry level Assistant Professors (Stage 1) would be eligible for promotion under the Career Advancement Scheme (CAS) through two successive stages (stage 2 and Stage 3), provided they are assessed to fulfill the eligibility and performance criteria as laid out in Clause 6.3. of this Regulation.

6.4.2. An entry level Assistant Professor, possessing Ph. D. Degree in the relevant discipline shall be eligible, for moving to the next higher grade (stage 2) after completion of four years service as Assistant Professor.

6.4.3. An entry level Assistant Professor possessing M.Phil. Degree or post-graduate Degree in professional courses, approved by the relevant statutory body, such as LL.M. / M. Tech., etc. shall be eligible for the next higher grade (stage 2) after completion of five years service as Assistant Professor.

6.4.4. An entry level Assistant Professor who does not have Ph.D. or M.Phil, or a Master's Degree in the relevant professional course, shall be eligible for the next higher grade (stage 2) only after completion of six years service as Assistant Professor.

- 6.4.5.** The upward movement from the entry level grade (stage 1) to the next higher grade (stage 2) for all Assistant Professors shall be subject to their satisfying the API based PBAS conditions laid down by the UGC in this Regulation.
- 6.4.6.** Assistant Professors who have completed five years of service in the second grade (stage 2) shall be eligible, subject to meeting the API based PBAS requirements laid down by these Regulations, to move up to next higher grade (stage 3).
- 6.4.7.** Assistant Professors completing three years of teaching in third grade (stage 3) shall be eligible, subject to the qualifying conditions and the API based PBAS requirements prescribed by these Regulations, to move to the next higher grade (stage 4) and to be designated as Associate Professor.
- 6.4.8.** Associate Professor completing three years of service in stage 4 and possessing a Ph.D. Degree in the relevant discipline shall be eligible to be appointed and designated as Professor and be placed in the next higher grade (stage 5), subject to (a) satisfying the required credit points as per API based PBAS methodology provided in Table I-III of Appendix IV stipulated in these Regulations, and (b) an assessment by a duly constituted selection committee as suggested for the direct recruitment of Professor. *Provided* that no teacher, other than those with a Ph.D., shall be promoted or appointed as Professor.
- 6.4.9.** In the case of Associate Professors in Colleges, promotion to the post of Professor under CAS shall be further subject to Clause 6.5.1. and 6.5.2 of this Regulation.
- 6.4.10.** Ten percent of the positions of Professors in a university, with a minimum of ten years of teaching and research experience as professor either in the pre-revised scale of Professor's pay or the revised scale pay will be eligible for promotion to the higher grade of Professorship (stage 6), on satisfying the required API score as per Tables I and II through the PBAS methodology stipulated in these Regulations through a duly constituted Expert committee, and such teachers promoted to the higher grade shall continue to be designated as 'Professor'. As this AGP elevation for Professor is applicable to only university departments, additional credentials are to be evidenced by:
- (a) post-doctoral research outputs of high standard;
 - (b) awards / honours /and recognitions;
 - (c) Additional research degrees like D.Sc., D.Litt., LID, etc.; patents and IPR on products and processes developed / technology transfer achieved in the case of teachers in science and technology.

The selection is to be conducted by the university by receiving duly filled PBAS proformas from eligible professors based on seniority, three times in number of the available vacancies in each faculty. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates available. The assessment process shall be through an Expert-Committee evaluation of all credentials submitted as stipulated in Table-II(A) of

Appendix-III for teachers in University departments. No separate interview need to be conducted for this category.

- 6.4.11. Discretionary award of advance increments for those who enter the profession as Associate Professors or Professors with higher merit, high number of research publications and experience at the appropriate level, shall be within the competence of the appropriate authority of the concerned University or recruiting institution based on the recommendations of selection committee(s) while negotiating with individual candidates in the context of the merits of each case, taking into account the pay structure of other teachers in the faculty and other merit-specific factors. Discretionary award of advance increments is not applicable to those entering the profession as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports and to those who are entitled for grant of advance increments for having acquired Ph. D., M. Phil., M.Tech., etc. However, those entering service as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports with post-doctoral teaching/research experience after Ph.D. and proven credentials may be eligible for discretionary award of advanced increments to be decided and recorded by the selection committee in its minutes.

6.5.0. PROFESSORS IN UNDER GRADUATE AND POST GRADUATE COLLEGES:

- 6.5.1. (i) Ten percent of the number of the posts of Associate Professor in an Under Graduate College shall be that of Professors and shall be subject to the same criterion for selection / appointment as that of Professors in Universities,

Provided that there shall be no more than one post of Professor in each Department;

Provided further that one-fourth (25%) of the posts of Professor in Under Graduate Colleges shall be directly recruited or filled on deputation by eligible teachers and the remaining three-fourths (75%) of posts of Professors shall be filled by CAS promotion from among eligible Associate Professors of the relevant department of the Under Graduate College.

For avoidance of doubt, it is clarified that sanctioned posts include the posts approved under both direct recruitment and CAS promotion.

- (ii) Identification of posts of Professor in an Under Graduate College for being filled through direct recruitment / deputation shall be carried out by the affiliating/concerned University acting in consultation with the College. Where the number of posts of Professor worked out as a percentage of the number of posts of Associate Professor for CAS promotion or direct recruitment / deputation is not an integer, the same shall be rounded off to the next higher integer.

- (iii) The selection process is to be conducted by the university by receiving PBAS proformas from eligible Associate Professors based on seniority and three times in number of the available vacancies. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates available. The selection shall be conducted through the API scoring system with PBAS methodology and selection committee process stipulated in these Regulations for appointment of Professors. For direct recruitment of the 25% of the posts, the 'Rota-Quota system shall be followed starting with promotions and the direct recruitment quota shall be rotated in an alphabetical order.

6.5.2. There shall be one post of Professor in each Department of a Post-Graduate College which shall be subject to the same criterion for selection / appointment as that of Professors in Universities, provided that one-fourth (25%) of the posts of Professor shall be filled on deputation/direct recruitment from among eligible teachers and the remaining three-fourths (75%) of posts shall be filled through merit promotion from among the eligible Associate Professors in the relevant department of the Post-Graduate college. Identification of posts of Professor in a Post-Graduate College for being filled through direct recruitment/deputation shall be carried out by the affiliating/concerned University acting in consultation with the College. The decision regarding whether the posts of professor will be for CAS promotion or direct recruitment/deputation shall be within the competence of the University acting in consultation with the College. Where the number of posts of professor for CAS promotion or direct recruitment / deputation worked out as a percentage of the total number of posts in a Post Graduate College is not an integer, the same shall be rounded off to the next higher integer.

The selection process is to be conducted by the university by receiving PBAS proformas from eligible Associate Professors based on seniority and three times in number of the available vacancies. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates available. The selection shall be conducted through the API scoring system with PBAS methodology, selection committee process stipulated in these Regulations for appointment of Professors. For direct recruitment of the 25% of the posts, the 'Rota-Quota System' shall be followed starting with promotion and the direct recruitment quota shall be rotated in an alphabetical order.

6.6.0 STAGES OF PROMOTION UNDER THE CAREER ADVANCEMENT SCHEME FOR ASSISTANT LIBRARIANS, ETC.

- 6.6.1** Assistant University Librarian / College Librarian in the entry level grade, possessing Ph.D. in Library Science, after completing service of four years in the lowest grade, if otherwise eligible as per API scoring system and PBAS methodology laid down by the UGC in these Regulations, shall be eligible for the higher grade (stage 2).

- 6.6.2 Assistant Librarian / College Librarian in the entry level grade, not possessing Ph.D. but only M.Phil. in Library Science, after completing service of five years in the lowest grade, if otherwise eligible as per API scoring system and PBAS methodology laid down by the UGC in these Regulations, shall become eligible for the next higher grade (stage 2).
- 6.6.3 Assistant Librarian / College Librarian in the entry level grade, without the relevant Ph.D. or M.Phil. after completing six years in the lowest grade, if otherwise eligible as per API scoring system and PBAS methodology laid down by the UGC in these Regulations, shall become eligible for the next higher grade (stage 2).
- 6.6.4. On completion of service of five years, Assistant Librarian (Sr. Scale) / College Librarian (Sr. Scale) shall be eligible for the post of Deputy Librarian/ equivalent posts and being placed in the next higher grade (stage 3), subject to their fulfilling other conditions of eligibility (such as Ph.D. Degree, etc. for Deputy Librarian) as per API scoring system based PBAS methodology laid down by the UGC for CAS promotion in these Regulations. They shall be designated as Deputy Librarian / Assistant Librarian (Selection Grade) / College Librarian (Selection Grade), as the case may be.
- 6.6.5. After completing three years in the above grade, Deputy Librarians /equivalent positions shall move to the next higher grade (stage 4), subject to fulfilling other conditions of eligibility as per API scoring system and PBAS methodology laid down by the UGC for CAS promotion in these Regulations.

6.7.0 STAGES OF PROMOTION UNDER CAREER ADVANCEMENT SCHEME FOR PHYSICAL EDUCATION AND SPORTS PERSONNEL

- 6.7.1 Assistant DPE&S in the entry level grade/College DPE&S, at the entry level grade, possessing Ph.D. in Physical Education, after completing service of four years in the entry level stage (stage 1), and if otherwise eligible as per API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations, shall become eligible for the next higher grade (stage 2).
- 6.7.2. Assistant DPE&S/College DPE&S in the entry level grade, possessing M.Phil. in Physical Education, after completing service of the five years in the entry level stage (stage 1), and if otherwise eligible as per API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations, shall become eligible for the next higher grade (stage 2).
- 6.7.3. Assistant DPE&S/ College DPE&S in the entry level grade, without the relevant Ph.D. and M.Phil. shall, after completing service of six years as Assistant DPE&S/College DPE&S in the entry level stage, and if otherwise eligible as per API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations, shall become eligible for the next higher grade (stage 2).

6.7.4 After completing service of five years in the second stage and subject to satisfying API scoring system and PBAS methodology prescribed by the UGC in these Regulations, Assistant DPE&S (Senior Scale) / College DPE&S (Senior scale) shall be promoted to the next higher grade (stage 3). They shall be designated as Deputy DPE&S/ Assistant DPE&S (Selection Grade) / College DPE&S (Selection Grade), as the case may be.

6.7.5. After completing service of three years in stage 3 and subject to satisfying API/ scoring system and PBAS methodology prescribed by the UGC in these Regulations, Deputy DPE&S/Assistant DPE&S (Selection Grade) College DPE&S (Selection Grade) shall move to the next higher grade (stage 4). They shall continue to be designated as Deputy DPE&S/Assistant DPE&S (Selection Grade) / College DPE&S (Selection Grade).

6.8.0. The Schedule annexed to these Regulations outlines the Pay scales, Designations and stages of promotions under CAS of incumbent and newly appointed teachers and equivalent positions in the Library and Physical Education and Sports cadres in Central Universities and colleges thereunder and Institutions deemed to be Universities whose maintenance expenditure is met by the UGC.

7.0.0. SELECTION OF PRO-VICE CHANCELLOR / VICE - CHANCELLOR OF UNIVERSITIES:

7.1.0. PRO-VICE-CHANCELLOR:

The Pro-Vice-Chancellor may be a whole time Professor of the University and shall be appointed by the Executive Council on the recommendation of Vice-Chancellor.

7.2.0. The Pro-Vice-Chancellor shall hold office for a period which is co-terminus with that of Vice-Chancellor. However, it shall be the prerogative of the Vice-Chancellor to recommend a new Pro-Vice-Chancellor to the Executive Council, during his tenure. These Regulations, for selection of Pro- Vice- Chancellor shall be adopted by the concerned University through amendment of their Act/Statute.

7.3.0. VICE CHANCELLOR:

- i. Persons of the highest level of competence, integrity, morals and institutional commitment are to be appointed as Vice-Chancellors. The Vice-Chancellor to be appointed should be a distinguished academician, with a minimum of ten years of experience as Professor in a University system or ten years of experience in an equivalent position in a reputed research and / or academic administrative organization.
- ii. The selection of Vice-Chancellor should be through proper identification of a Panel of 3-5 names by a Search Committee through a public Notification or nomination or a talent search process or in combination. The members of the above Search Committee shall be persons of eminence in the sphere of higher education and shall not be connected in any manner with the University concerned or its colleges. While preparing the panel, the search committee must give proper weightage to academic

excellence, exposure to the higher education system in the country and abroad, and adequate experience in academic and administrative governance to be given in writing along with the panel to be submitted to the Visitor/Chancellor. In respect of State and Central Universities, the following shall be the constitution of the Search Committee.

- a) a nominee of the Visitor/Chancellor, who should be the Chairperson of the Committee.
 - b) a nominee of the Chairman, University Grants Commission.
 - c) a nominee of the Syndicate/ Executive Council / Board of Management of the University.
- iii. The Visitor/Chancellor shall appoint the Vice Chancellor out of the Panel of names recommended by the Search Committee.
- iv. The conditions of service of the Vice Chancellor shall be prescribed in the Statutes of the Universities concerned in conformity with these Regulations.
- v. The term of office of the Vice Chancellor shall form part of the service period of the incumbent concerned making him/her eligible for all service related benefits.

7.4.0 The Universities/State Governments shall modify or amend the relevant Act/Statutes of the Universities concerned within 6 months of adoption of these Regulations.

8.0. DUTY LEAVE, STUDY LEAVE, SABBATICAL LEAVE

8.1. DUTY LEAVE:

- i. Duty leave of the maximum of 30 days in an academic year may be granted for the following:
 - (a) Attending conferences, congresses, symposia and seminars on behalf of the university or with the permission of the university;
 - (b) Delivering lectures in institutions and universities at the invitation of such institutions or universities received by the university, and accepted by the Vice Chancellor;
 - (c) Working in another Indian or foreign university, any other agency, institution or organization, when so deputed by the university;
 - (d) Participating in a delegation or working on a committee appointed by the Central Government, State Government, the UGC, a sister university or any other academic body; and
 - (e) For performing any other duty for the university.

- ii. The duration of leave should be such as may be considered necessary by the sanctioning authority on each occasion.
- iv. The leave may be granted on full pay. Provided that if the teacher receives a fellowship or honorarium or any other financial assistance beyond the amount needed for normal expenses, he/she may be sanctioned duty leave on reduced pay and allowances.
- v. Duty leave may be combined with earned leave, half pay leave or extraordinary leave.
- vi. Duty leave should be given also for attending meetings in the UGC, DST, etc. where a teacher invited to share expertise with academic bodies, government or NGO.

8.2. STUDY LEAVE:

- (i) Study leave may be granted for the entry level appointees as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports/College DPE&S after a minimum of three years of continuous service, to pursue a special line of study or research directly related to his/her work in the university or to make a special study of the various aspects of university organization and methods of education.
- (ii) Subject to the terms contained in this Clause 8.2, in respect of granting study leave with pay for acquiring Ph.D. in a relevant discipline while in service, the number of years to be put in after entry would be a minimum of two or the years of probation specified in the university statutes concerned, keeping in mind the availability of vacant positions for teachers and other cadres in colleges and universities, so that a teacher and other cadres entering service without Ph.D. or higher qualification could be encouraged to acquire these qualifications in the relevant disciplines at the earliest rather than at a later stage of the career.
- (iii) The paid period of study leave should be for three years, but two years may be given in the first instance, extendable by one more year, if there is adequate progress as reported by the Research Guide. Care should be taken that the number of teachers given study leave, does not exceed the stipulated percentage of teachers in any department. *Provided* that the Executive Council/Syndicate may, in the special circumstances of a case, waive the condition of two years service being continuous.

Explanation: In computing the length of service, the time during which a person was on probation or engaged as a research assistant may be reckoned provided:

- (a) the person is a teacher on the date of the application;

- (b) there is no break in service; and
 - (c) the leave is requested for undertaking the Ph.D. research work.
- (iv) Study leave shall be granted by the Executive Council/Syndicate on the recommendation of the concerned Head of the Department. The leave shall not be granted for more than three years in one spell, save in very exceptional cases in which the Executive Council/Syndicate is satisfied that such extension is unavoidable on academic grounds and necessary in the interest of the university.
- (v) Study leave shall not be granted to a teacher who is due to retire within five years of the date on which he/she is expected to return to duty after the expiry of study leave.
- (vi) Study leave may be granted not more than twice during one's career. Provided that, under no circumstances, the maximum of study leave admissible during the entire service should not exceed five years.
- (vii) No teacher, who has been granted study leave, shall be permitted to alter substantially the course of study or the programme of research without the prior permission of the Executive Council/Syndicate. In the event, the course of study falls short of study leave sanctioned, the teacher shall resume duty immediately on the conclusion of such course of study, unless a prior approval of the Executive Council/Syndicate to treat the period of shortfall as ordinary leave has been obtained.
- (viii) Subject to the provisions of sub-clauses (ix) below, study leave may be granted on full pay up to two years extendable by one year at the discretion of the university.
- (ix) The amount of scholarship, fellowship or other financial assistance that a teacher, granted study leave, has been awarded will not preclude his/her being granted study leave with pay and allowances but the scholarship, etc., so received shall be taken into account in determining the pay and allowance on which the study leave may be granted. The Foreign scholarship/fellowship would be set off against pay only if the fellowship is above a specified amount, which shall be determined by the UGC, from time to time, based on the cost of living for a family in the country in which the study is to be undertaken. In the case of an Indian fellowship, which exceeds the salary of the teacher, the salary would be forfeited.
- (x) Subject to the maximum period of absence from duty on leave not exceeding three years, study leave may be combined with earned leave, half-pay leave, extraordinary leave or vacation, provided that the earned leave at the credit of the teacher shall be availed of at the discretion of the teacher. A teacher, who is

selected to a higher post during study leave, will be placed in that position and get the higher scale only after joining the post.

- (xi) A teacher granted study leave shall on his/her return and re-joining the service of the university may be eligible to the benefit of the annual increment(s) which he/she would have earned in the course of time if he/she had not proceeded on study leave. No teacher shall however, be eligible to receive arrears of increments.
- (xii) Study leave shall count as service for pension/contributory provident fund, provided the teacher joins the university on the expiry of his/her study leave.
- (xiii) Study leave granted to a teacher shall be deemed to be cancelled in case it is not availed of within 12 months of its sanction.

Provided that where study leave granted has been so cancelled, the teacher may apply again for such leave.

- (xiv) A teacher availing himself/herself of study leave shall undertake that he/she shall serve the university for a continuous period of at least three years to be calculated from the date of his/her resuming duty on expiry of the study leave.
- (xv) After the leave has been sanctioned, the teacher shall, before availing himself/herself of the leave, execute a bond in favour of the university, binding himself/herself for the due fulfillment of the conditions laid down in sub-clause above and give security of immovable property to the satisfaction of the Finance Officer/Treasurer or a fidelity bond of an insurance company or a guarantee by a scheduled bank or furnish security of two permanent teachers for the amount which might become refundable to the university in accordance with sub-clause (xiv) above.
- (xvi) The teacher shall submit to the Registrar, six monthly reports of progress in his/her studies from his/her supervisor or the Head of the Institution. This report shall reach the Registrar within one month of the expiry of every six months of the study leave. If the report does not reach the Registrar within the specified time, the payment of leave salary may be deferred till the receipt of such report.

8.3. SABBATICAL LEAVE:

- (i) Permanent, whole-time teachers of the university and colleges who have completed seven years of service as Reader/Associate Professor or Professor may be granted sabbatical leave to undertake study or research or other academic pursuit solely for the object of increasing their proficiency and usefulness to the university and higher education system.

- (ii) The duration of leave shall not exceed one year at a time and two years in the entire career of a teacher.
- (iii) A teacher, who has availed himself/herself of study leave, would not be entitled to the sabbatical leave.

Provided further that sabbatical leave shall not be granted until after the expiry of five years from the date of the teacher's return from previous study leave or any other kind of training programme of duration one year or more.

- (iv) A teacher shall, during the period of sabbatical leave, be paid full pay and allowances (subject to the prescribed conditions being fulfilled) at the rates applicable to him/her immediately prior to his/her proceeding on sabbatical leave.
- (v) A teacher on sabbatical leave shall not take up, during the period of that leave, any regular appointment under another organization in India or abroad. He/she may, however, be allowed to accept a fellowship or a research scholarship or ad hoc teaching and research assignment with honorarium or any other form of assistance, other than regular employment in an institution of advanced studies, *provided* that in such cases the Executive Council/Syndicate may, if it so desires, sanction sabbatical leave on reduced pay and allowances.
- (vi) During the period of sabbatical leave, the teacher shall be allowed to draw the increment on the due date. The period of leave shall also count as service for purposes of pension/contributory provident fund, *provided* that the teacher rejoins the university on the expiry of his/her leave.

8.4 OTHER KINDS OF LEAVE RULES FOR PERMANENT TEACHERS OF THE UNIVERSITIES/ COLLEGES

- (a) The following kinds of leave would be admissible to permanent teachers:
 - (i) Leave treated as duty, viz. Casual leave, Special casual leave, and Duty leave;
 - (ii) Leave earned by duty, viz. Earned leave, Half Pay leave, and Commuted leave;
 - (iii) Leave not earned by duty, viz. Extraordinary leave; and Leave not due;
 - (iv) Leave not debited to leave account –
 - (v) Leave for academic pursuits, viz. Study leave and Sabbatical leave/Academic leave;
 - (vi) Leave on grounds of health, viz. Maternity leave and Quarantine leave.

- (b) The Executive Council/Syndicate may grant, in exceptional cases, for the reasons to be recorded, any other kinds of leave, subject to such terms and conditions as it may deem fit to impose.

8.4.1 Casual Leave

- (i) Total casual leave granted to a teacher shall not exceed 8 days in an academic year.
- (ii) Casual leave cannot be combined with any other kind of leave except special casual leave. However, such casual leave may be combined with holidays including Sundays. Holidays or Sundays falling within the period of casual leave shall not be counted as casual leave.

8.4.2 Special Casual Leave

- (i) Special casual leave, not exceeding 10 days in an academic year, may be granted to a teacher:
 - (a) To conduct examination of a university/Public Service Commission/board of examination or other similar bodies/institutions; and
 - (b) To inspect academic institutions attached to a statutory board, etc.
- (ii) In computing the 10 days' leave admissible, the days of actual journey, if any, to and from the places where activities specified above, take place, will be excluded.
- (iii) In addition, special casual leave to the extent mentioned below, may also be granted;
 - (a) To undergo sterilization operation (vasectomy or salpingectomy) under family welfare programme. Leave in this case will be restricted to 6 working days; and
 - (b) To a female teacher who undergoes non-puerperal sterilization. Leave in this case will be restricted to 14 days.
- (iv) Special casual leave cannot be accumulated, nor can it be combined with any other kind of leave except casual leave. It may be granted in combination with holidays or vacation by the sanctioning authority on each occasion;

8.4.3 Earned Leave

- (i) Earned leave admissible to a teacher shall be:
 - (a) 1/30th of actual service including vacation; *plus*

- (b) 1/3rd of the period, if any, during which he/she is required to perform duty during vacation.

For purposes of computation of period of actual service, all periods of leave except casual, special casual and duty leave shall be excluded.

- (ii) Earned leave at the credit of a teacher shall not accumulate beyond 300 days. The maximum earned leave that may be sanctioned at a time shall not exceed 60 days. Earned leave exceeding 60 days may, however, be sanctioned in the case of higher study, or training, or leave with medical certificate, or when the entire leave, or a portion thereof, is spent outside India.

For avoidance of doubt, it may be noted:

1. When a teacher combines vacation with earned leave, the period of vacation shall be reckoned as leave in calculating the maximum amount of leave on average pay which may be included in the particular period of leave.
2. In case where only a portion of the leave is spent outside India, the grant of leave in excess of 120 days shall be subject to the condition that the portion of the leave spent in India shall not in the aggregate exceed 120 days.
3. Encashment of earned leave shall be allowed to non-vacation members of the teaching staff as applicable to the employees of Central/State Governments.

8.4.4 Half-pay Leave

Half-pay leave admissible to a permanent teacher shall be 20 days for each completed year of service. Such leave may be granted on the basis of medical certificate from a registered medical practitioner, for private affairs or for academic purposes.

Explanation:

A "completed year of service" means continuous service of specified duration under the university and includes periods of absence from duty as well as leave including extraordinary leave.

8.4.5 Commuted Leave

Commuted leave, not exceeding half the amount of half pay leave due, may be granted on the basis of medical certificate from a registered medical practitioner to a permanent teacher subject to the following conditions:

- (i) Commuted leave during the entire service shall be limited to a maximum of 240 days;
- (ii) When commuted leave is granted, twice the amount of such leave shall be debited against the half-pay leave due; and

- (iii) The total duration of earned leave and commuted leave taken in conjunction shall not exceed 240 days at a time. *Provided that no commuted leave shall be granted under these rules unless the authority competent to sanction leave has reason to believe that the teacher will return to duty on its expiry.*

8.4.6 Extraordinary Leave

- (i) A permanent teacher may be granted extraordinary leave when:
 - (a) No other leave is admissible; or
 - (b) Other leave is admissible and the teacher applies in writing for the grant of extraordinary leave.
- (ii) Extraordinary leave shall always be without pay and allowances. Extraordinary leave shall not count for increment except in the following cases:
 - (a) Leave taken on the basis of medical certificates;
 - (b) Cases where the Vice Chancellor/Principal is satisfied that the leave was taken due to causes beyond the control of the teacher, such as inability to join or rejoin duty due to civil commotion or a natural calamity, provided the teacher has no other kind of leave to his credit;
 - (c) Leave taken for pursuing higher studies; and
 - (d) Leave granted to accept an invitation to a teaching post or fellowship or research-cum-teaching post or on assignment for technical or academic work of importance.
- (iii) Extraordinary leave may be combined with any other leave except casual leave and special casual leave, provided that the total period of continuous absence from duty on leave (including periods of vacation when such vacation is taken in conjunction with leave) shall not exceed three years except in cases where leave is taken on medical certificate. The total period of absence from duty shall in no case exceed five years in the full working life of the individual.
- (iv) The authority empowered to grant leave may commute retrospectively periods of absence without leave into extraordinary leave.

8.4.7 Leave Not Due

- (i) Leave not due, may, at the discretion of the Vice Chancellor/Principal, be granted to a permanent teacher for a period not exceeding 360 days during the entire period of service, out of which not more than 90 days at a time and 180 days in all may be otherwise than on medical certificate. Such leave shall be debited against the half-pay leave earned by him/her subsequently.

- (ii) 'Leave not due' shall not be granted, unless the Vice Chancellor/Principal is satisfied that as far as can reasonably be foreseen, the teacher will return to duty on the expiry of the leave and earn the leave granted.
- (ii) A teacher to whom 'leave not due' is granted shall not be permitted to tender his/her resignation from service so long as the debit balance in his/her leave account is not wiped off by active service, or he/she refunds the amount paid to him/her as pay and allowances for the period not so earned. In a case where retirement is unavoidable on account of reason of ill health, incapacitating the teacher for further service, refund of leave salary for the period of leave still to be earned may be waived by the Executive Council.

Provided that the Executive Council may waive off, in any other exceptional, for reasons to be recorded in writing, the refund of leave salary for the period of leave still to be earned.

8.4.8 Maternity Leave

- (i) Maternity leave on full pay may be granted to a woman teacher for a period not exceeding 180 days, to be availed of twice in the entire career. Maternity leave may also be granted in case of miscarriage including abortion, subject to the condition that the total leave granted in respect of this to a woman teacher in her career is not more than 45 days, and the application for leave is supported by a medical certificate.
- (ii) Maternity leave may be combined with earned leave, half pay leave or extraordinary leave but any leave applied for in continuation of maternity leave may be granted if the request is supported by a medical certificate.

8.4.9 Child Care Leave

Women teachers having minor children may be granted leave up to two years for taking care of their minor children. Child care leave for a maximum period of two years (730 days) may be granted to the women teachers during entire service period in lines with Central Government women employees. In the cases, where the child care leave is granted more than 45 days, the University/College/Institution may appoint a part time / guest substitute teacher with intimation to the UGC.

8.4.10 Paternity Leave

Paternity leave of 15 days may be granted to male teachers during the confinement of their wives, and such leave shall granted only up to two children.

8.4.11 Adoption leave

Adoption leave may be provided as per the rules of the Central Government.

9. RESEARCH PROMOTION GRANT

The UGC or the respective agency (Central/State Governments) may provide a start-up grant at the level of Rs. 3.0 lakhs in Social Sciences, Humanities and Languages and Rs. 6.0 lakhs in Sciences and Technology to teachers and other non-vocational academic staff to take up research immediately after their appointments.

9.1. CONSULTANCY ASSIGNMENTS

The consultancy rules, terms, conditions and the model of revenue sharing between institutions and consultant teachers shall be as per the UGC Consultancy Rules to be provided separately.

10.0 COUNTING OF PAST SERVICES FOR DIRECT RECRUITMENT AND PROMOTION UNDER CAS

10.1. Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional Organizations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR, DBT, etc., should be counted for direct recruitment and promotion under CAS of a teacher as Assistant Professor, Associate Professor, Professor or any other nomenclature these posts are described as per Appendix III – Table No. II provided that:

- (a) The essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor as the case may be.
- (b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer) Associate Professor (Reader) and Professor.
- (c) The candidate for direct recruitment has applied through proper channel only.
- (d) The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.
- (e) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of University/State Government/Central Government/Concerned Institutions, for such appointments.
- (f) The previous appointment was not as guest lecturer for any duration, or an ad hoc or in a leave vacancy of less than one year duration. Ad hoc or temporary service of more than one year duration can be counted provided that:
 - (i) the period of service was of more than one year duration;
 - (ii) the incumbent was appointed on the recommendation of duly constituted Selection Committee; and

- (iii) the incumbent was selected to the permanent post in continuation to the ad hoc or temporary service, without any break.
- (g) No distinction should be made with reference to the nature of management of the institution where previous service was rendered (private/local body/Government), was considered for counting past services under this clause.

11.0 PERIOD OF PROBATION AND CONFIRMATION

- 11.1. The minimum period of probation shall be one year extendable by a maximum period of one more year in case of unsatisfactory performance.
- 11.2. The confirmation at the end of one year shall be automatic, unless extended for another year by a specific order, before expiry of the first year.
- 11.3. Subject to this Clause 11, it is obligatory on the part of the university/the concerned institution to issue an order of confirmation to the incumbents within 45 days of completion of probationary period after due process of verification of satisfactory performance.
- 11.4. Probation and confirmation rules are applicable only at the initial stage of recruitment, issued from time to time, by Central Government.
- 11.5. All other Central Government rules on probation and confirmation shall be applicable *mutatis mutandis*.

12.0 CREATION AND FILLING UP OF TEACHING POSTS

- 12.1. Teaching posts in universities, as far as feasible, may be created in a pyramidal order, that is, for instance, for one post of Professor, there shall be two posts of Associate Professors and four posts of Assistant Professors, per department.
- 12.2. All the sanctioned/approved posts in the university system shall be filled up on an urgent basis.

13.0 APPOINTMENTS ON CONTRACT BASIS

- 13.1. The teachers should be appointed on contract basis only when it is absolutely necessary and when the student-teacher ratio does not satisfy the laid down norms. In any case, the number of such appointments should not exceed 10% of the total number of faculty positions in a College/University. The qualifications and selection procedure for appointing them should be the same as those applicable to a regularly appointed teacher. The fixed emoluments paid to such contract teachers should not be less than the monthly gross salary of a regularly appointed Assistant Professor. Such appointments should not be made initially for more than one academic session, and the performance of any such entrant teacher should be reviewed for academic performance before reappointing her/him on contract basis for another session.

14.0 TEACHING DAYS

14.1. The Universities/Colleges must adopt at least 180 working days, i.e. there should be a minimum of 30 weeks of actual teaching in a 6-day week. Of the remaining period, 12 weeks may be devoted to admission and examination activities, and non-instructional days for co-curricular, sports, college day, etc., 8 weeks for vacations and 2 weeks may be attributed to various public holidays. If the University adopts a 5 day week pattern, then the number of weeks should be increased correspondingly to ensure equivalent of 30 weeks of actual teaching with a 6 day week.

The above is summarized as follows:

| | Number of weeks: 6 day a week pattern | | Number of weeks: 5 day a week pattern | |
|---|--|---------------------------|--|---------------------------|
| Categorization | University | College | University | College |
| Teaching and Learning Process | 30 (180 days) weeks | 30 (180 days) weeks | 36 (180 days) weeks | 36 (180 days) weeks |
| Admissions/Examinations preparation for Examination | 12 | 10 | 8 | 8 |
| Vacation | 8 | 10 | 6 | 6 |
| Public Holidays (to increase and adjust teaching days accordingly) | 2 | 2 | 2 | 2 |
| Total | 52 | 52 | 52 | 52 |

14.2. In lieu of curtailment of vacation by 2 weeks, the university teachers may be credited with $\frac{1}{3}^{\text{rd}}$ of the period of earned leave. However, colleges may have an option of a total vacation of 10 weeks in a year and no earned leave except when required to work during the vacations for which, as in the case of University teachers, $\frac{1}{3}$ of the period will be credited as Earned Leave.

5.0. WORKLOAD

- 15.1. The workload of the teachers in full employment should not be less than 40 hours a week for 30 working weeks (180 teaching days) in an academic year. It should be necessary for the teacher to be available for at least 5 hours daily in the University/College for which necessary space and infrastructure should be provided by the University/College. Direct teaching-learning process hours should be as follows:

| | |
|-----------------------------------|----------|
| Assistant Professor | 16 hours |
| Associate Professor and Professor | 14 hours |

- 15.2 A relaxation of two hours in the workload may, however, be given to Professors who are actively involved in extension activities and administration. A minimum of 6 hours per week may have to be allocated for research activities of a teacher.

16.0 SERVICE AGREEMENT AND FIXING OF SENIORITY

- 16.1. At the time of recruitment in Universities and Colleges, a service agreement should be executed between the University/College and the teacher concerned and a copy of the same should be deposited with the Registrar/Principal. Such service agreement shall be duly stamped as per the rates applicable.
- 16.2. The self-appraisal or linked Performance Based Appraisal System (PBAS) methodology shall form part of the service agreement/Record.
- 16.3. Inter-se seniority between the direct recruited and teachers promoted under CAS

The inter-se seniority of a direct recruit shall be determined with reference to the date of joining and for the teachers promoted under CAS with reference to the date of eligibility as indicated in the recommendations of the selection committee of the respective candidates. The rules and regulations of the respective Central/State Government shall apply, for all other matters of seniority.

17.0. CODE OF PROFESSIONAL ETHICS

I. TEACHERS AND THEIR RESPONSIBILITIES:

Whoever adopts teaching as a profession assumes the obligation to conduct himself / herself in accordance with the ideal of the profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teachers should be calm, patient and communicative by temperament and amiable in disposition.

Teachers should:

- (i) Adhere to a responsible pattern of conduct and demeanour expected of them by the community;
- (ii) Manage their private affairs in a manner consistent with the dignity of the profession;
- (iii) Seek to make professional growth continuous through study and research;
- (iv) Express free and frank opinion by participation at professional meetings, seminars, conferences etc. towards the contribution of knowledge;
- (v) Maintain active membership of professional organizations and strive to improve education and profession through them;
- (vi) Perform their duties in the form of teaching, tutorial, practical, seminar and research work conscientiously and with dedication;
- (vii) Co-operate and assist in carrying out functions relating to the educational responsibilities of the college and the university such as: assisting in appraising applications for admission, advising and counseling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation; and
- (viii) Participate in extension, co-curricular and extra-curricular activities including community service.

II. TEACHERS AND THE STUDENTS

Teachers should:

- (i) Respect the right and dignity of the student in expressing his/her opinion;
- (ii) Deal justly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics;
- (ii) Recognize the difference in aptitude and capabilities among students and strive to meet their individual needs;
- (iv) Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
- (v) Inculcate among students scientific outlook and respect for physical labour and ideals of democracy, patriotism and peace;
- (vi) Be affectionate to the students and not behave in a vindictive manner towards any of them for any reason;
- (vii) Pay attention to only the attainment of the student in the assessment of merit;

- (viii) Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward;
- (ix) Aid students to develop an understanding of our national heritage and national goals; and
- (x) Refrain from inciting students against other students, colleagues or administration.

III. TEACHERS AND COLLEAGUES

Teachers should:

- (i) Treat other members of the profession in the same manner as they themselves wish to be treated;
- (ii) Speak respectfully of other teachers and render assistance for professional betterment;
- (iii) Refrain from lodging unsubstantiated allegations against colleagues to higher authorities; and
- (iv) Refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavour.

IV. TEACHERS AND AUTHORITIES:

Teachers should:

- (i) Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and/or professional organizations for change of any such rule detrimental to the professional interest;
- (ii) Refrain from undertaking any other employment and commitment including private tuitions and coaching classes which are likely to interfere with their professional responsibilities;
- (iii) Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand;
- (iv) Co-operate through their organizations in the formulation of policies of the other institutions and accept offices;
- (v) Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with dignity of the profession;
- (vi) Should adhere to the conditions of contract;

- (vii) Give and expect due notice before a change of position is made; and
- (viii) Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view their particular responsibility for completion of academic schedule.

V. TEACHERS AND NON-TEACHING STAFF:

- (i) Teachers should treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution; and
- (ii) Teachers should help in the function of joint staff-councils covering both teachers and the non-teaching staff.

VI. TEACHERS AND GUARDIANS

Teachers should:

- (i) Try to see through teachers' bodies and organizations, that institutions maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.

VII. TEACHERS AND SOCIETY

Teachers should:

- (i) Recognize that education is a public service and strive to keep the public informed of the educational programmes which are being provided;
- (ii) Work to improve education in the community and strengthen the community's moral and intellectual life ;
- (iii) Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole;
- (iv) Perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices;
- (v) Refrain from taking part in or subscribing to or assisting in any way activities which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for National Integration.

SCHEDULE FOR CLAUSE 6.8.0

(FOR PAY SCALES, DESIGNATIONS AND STAGES OF PROMOTION UNDER CAS OF INCUMBENT AND NEWLY APPOINTED ASSISTANT PROFESSORS/ ASSOCIATE PROFESSORS/ PROFESSORS AND OTHER EQUIVALENT CADRES IN LIBRARY AND PHYSICAL EDUCATION AND SPORTS IN CENTRAL UNIVERSITIES AND COLLEGES THEREUNDER AND INSTITUTIONS DEEMED TO BE UNIVERSITIES WHOSE MAINTENANCE EXPENDITURE IS MET BY THE UGC).

- 1.0. Persons entering the teaching profession in universities and colleges shall be designated as Assistant Professors and shall be placed in the Pay Band III of Rs.15,600 – Rs. 39,100 with AGP of Rs. 6,000. Lecturers already in service in the pre-revised scale of Rs. 8,000 – Rs.13,500, shall be re-designated as Assistant Professors with the said AGP of Rs. 6,000. Their CAS promotions would be subject to the API criteria based PBAS system norms laid out in these regulations
- 1.1. An Assistant Professor with completed service of four years, possessing Ph. D. Degree in the relevant discipline shall be eligible, for moving to AGP of Rs.7,000.
- 1.2. An Assistant Professors possessing M.Phil. Degree or post-graduate degree in professional courses approved by the relevant statutory Body, such as LL.M. / M.Tech., etc. shall be eligible for the AGP of Rs. 7,000 after completion of five years service as Assistant Professor.
- 1.3. An Assistant Professors who do not have Ph.D. or M.Phil. or a Master degree in the relevant Professional course shall be eligible for the AGP of Rs. 7,000 only after completion of six years' service as Assistant Professor.
- 1.4. The upward movement from AGP of Rs. 6,000 to AGP of Rs. 7,000 for all Assistant Professors shall be subject to their satisfying the API criteria based PBAS conditions as laid down by the UGC in these Regulations.
- 2.0. The pay of the incumbents to the posts of Lecturer (senior scale) (i.e. the unrevised scale of Rs. 10,000 – Rs.15,200) shall be re-designated as Assistant Professor, and shall be fixed at the appropriate stage in Pay Band III of Rs.15,600 – Rs. 39,100 based on their present pay, with AGP of Rs. 7,000.
- 2.1. Assistant Professors with completed service of five years at the AGP of Rs. 7,000 shall be eligible, subject to other API requirements laid down by these UGC Regulations, to move up to the AGP of Rs. 8,000.
- 3.0. Posts of Associate Professor shall be in the Pay Band IV of Rs. 37,400 – Rs. 67,000, with AGP of Rs. 9,000. Directly recruited Associate Professors under these Regulations shall be placed in the Pay Band IV of Rs. 37,400 – Rs. 67,000 with an AGP of Rs. 9,000, at the appropriate stage in the Pay Band in terms of the conditions of appointment.
- 3.1. Incumbent Readers and Lecturers (Selection Grade) who have completed three years in the current pay scale of Rs. 12,000 – Rs. 18,300 on 1 January, 2006 shall be placed

in Pay Band IV of Rs. 37,400 – Rs. 67,000 with AGP of Rs. 9,000 and shall be re-designated as Associate Professor.

- 3.2. Incumbent Readers and Lecturers (Selection Grade) who had not completed three years in the pay scale of Rs.12,000 – Rs.18,300 on or after 1 January, 2006 shall be placed at the appropriate stage in the Pay Band of Rs.15,600 – Rs. 39,100 with AGP of Rs. 8,000 till they complete three years of service in the grade of Lecturer (Selection Grade) / Reader, and thereafter shall be placed in the higher Pay Band IV of Rs. 37,400 – Rs. 67,000 and accordingly re-designated as Associate Professor.
- 3.3. Readers/Lecturers (Selection Grade) in service at present shall continue to be designated as Lecturer (Selection Grade) or Readers, as the case may be, until they are placed in the Pay Band of Rs. 37,400 – Rs. 67,000 and re-designated as Associate Professor in the manner described in 3.1 and 3.2. above.
- 3.4. Assistant Professors completing three years of teaching in the AGP of Rs. 8,000 shall be eligible, subject to the qualifying conditions prescribed by these Regulations, to move to the Pay Band IV of Rs. 37,400 – Rs. 67,000 with AGP of Rs. 9,000 and to be designated as Associate Professor.
- 3.5. Associate Professor completing three years of service in the AGP of Rs. 9,000 and possessing a Ph.D. Degree in the relevant discipline shall be eligible to be appointed and designated as Professor, subject to satisfying the required credit points as per API based on PBAS methodology provided in Appendix IV, Table I-III stipulated in these Regulations and assessment by a duly constituted selection committee as suggested for the direct recruitment of Professor. No teacher other than those with a Ph.D. shall be promoted or appointed as Professor. The Pay Band IV for the post of Professors shall be Rs. 37,400 – Rs. 67,000 with AGP of Rs. 10,000.
- 4.0. The pay of a directly recruited Professor shall be fixed at a stage not below Rs.43,000 in the Pay Band IV of Rs. 37,400 – Rs. 67,000, with the applicable AGP of Rs.10,000.
- 4.1. Ten percent of the positions of Professors in a university shall be eligible to be placed in the higher AGP of Rs.12,000. However, teachers promoted to the posts with higher AGP of Rs.12,000, shall continue to be designated as Professor. Eligibility for elevation as a Professor in the higher Academic Grade Pay of Rs.12,000, shall be a minimum of ten years of teaching and research experience as professor either in the pre-revised scale of Professor's Pay of Rs.16,400 – Rs. 22,400 or the revised scale of Pay Band IV of Professor with AGP of Rs.10,000 on satisfying the required API score as per Tables I and II through the PBAS methodology stipulated in these Regulations through a duly constituted Expert committee;

5.0. PAY SCALES OF PRINCIPALS IN COLLEGES:

5.1 PRINCIPAL OF UNDER GRADUATE COLLEGES:

The posts of Principal in Under Graduate Colleges shall be in the Pay Band of Rs. 37,400 – Rs. 67,000 with AGP of Rs.10,000, plus a Special Allowance of Rs. 2,000 per month and shall also be fixed at a stage not below Rs. 43,000 as in the directly recruited

Professors. All Principals in service shall be appropriately fixed in the Pay Band with the AGP of Rs.10,000

5.2 PRINCIPAL OF POST GRADUATE COLLEGES:

Posts of Principal in Post Graduate Colleges shall also be in the Pay Band of Rs. 37,400 – Rs. 67,000 with AGP of Rs.10,000, plus a Special Allowance of Rs. 3,000 per month and shall also be fixed at a stage not below Rs. 43,000 as in the case of directly recruited Professors. All Principals in service shall be appropriately fixed in the Pay Band IV with the AGP of Rs.10,000.

6.0. PAY SCALES AND CAREER ADVANCEMENT SCHEMES REGULATIONS FOR LIBRARIANS, ETC.

6.1. ASSISTANT UNIVERSITY LIBRARIAN / COLLEGE LIBRARIAN:

- (i) Assistant Librarian / College Librarian in the pre-revised scale of pay of Rs. 8,000 – Rs. 13,500 shall be placed in the Pay Band of Rs.15,600 – Rs. 39,100 with AGP of Rs. 6,000.
- (ii) All conditions of eligibility and academic qualifications laid down by the UGC as per these Regulations, shall be applicable for direct recruitment of Assistant University Librarian / College Librarian.

6.2 ASSISTANT UNIVERSITY LIBRARIAN (SR. SCALE) / COLLEGE LIBRARIAN (SR. SCALE):

- (i) Assistant University Librarian (Sr. Scale)/ College Librarian (Sr. Scale) in the pre-revised scale of pay of Rs.10,000– Rs. 15,200 shall be placed in the Pay Band of Rs.15,600 – Rs. 39,100 with AGP of Rs.7,000.
- (ii) Assistant University Librarian / College Librarian possessing Ph.D. in Library Science, after completing service of four years in the AGP of Rs. 6,000, and if otherwise eligible as per API scoring system, and PBAS methodology laid down by the UGC in these Regulations, shall be eligible for the higher AGP of Rs. 7,000 with the Pay Band of Rs.15,600 – Rs. 39,100.
- (iii) Assistant Librarian / College Librarian not possessing Ph.D. but only M.Phil. in Library Science at the entry level after completing service of five years in the AGP of Rs. 6,000, if otherwise eligible as per API scoring system and PBAS methodology laid down by the UGC in these Regulations, shall become eligible for the higher AGP of Rs. 7,000.
- (iv) After completing service of six years in the AGP of Rs. 6,000 Assistant Librarian / College Librarian without the relevant Ph.D. and M.Phil. shall, if otherwise eligible as per API scoring system and PBAS methodology laid down by the UGC in these Regulations, move to the higher AGP of Rs. 7,000.

- (v) The pay of the existing Assistant Librarian (Sr. Scale) / College Librarian (Sr. Scale) in the pre-revised scale of pay of Rs.10,000 – Rs.15,200 shall be fixed in the Pay Band of Rs.15,600 – Rs. 39,100 with AGP of Rs.7,000 at an appropriate stage based on their present pay.

6.3. DEPUTY LIBRARIAN / ASSISTANT LIBRARIAN (SELECTION GRADE) / COLLEGE LIBRARIAN (SELECTION GRADE):

- (i) Deputy Librarians who are directly recruited shall be placed in the Pay Band of Rs. 15,600 – Rs. 39,100 with AGP of Rs. 8,000
- (ii) On completion of service of five years, Assistant Librarian (Sr. Scale) / College Librarian (Sr. Scale) shall be eligible for the post of Deputy Librarian/ equivalent posts in Pay Band of Rs.15,600 – Rs. 39,100, with Academic Grade Pay of Rs. 8,000, subject to their fulfilling other conditions of eligibility (such as Ph.D. degree, etc. for Deputy Librarian) as per API scoring system based PBAS methodology laid down by the UGC for CAS promotion in these Regulations. They shall be designated as Deputy Librarian / Assistant Librarian (Selection Grade) / College Librarian (Selection Grade), as the case may be.
- (iii) After completing three years in the Pay Band of Rs.15,600 – Rs. 39,100 with an AGP of Rs. 8,000, Deputy Librarians /equivalent positions shall move to the Pay Band of Rs. 37,400 – Rs. 67,000 and AGP of Rs. 9,000, subject to fulfilling other conditions of eligibility as per API scoring system and PBAS methodology laid down by the UGC for CAS promotion in these Regulations.
- (iv) Assistant Librarians (Sr. Scale) in universities/ College Librarians (Sr. Scale) in the AGP of Rs. 7,000 not possessing Ph.D. in Library Science but who fulfill other criteria prescribed by the UGC for CAS promotion in these Regulations, shall also be eligible for being placed in the AGP of Rs. 8,000.
- (v) Incumbents to the posts of Deputy Librarian / Assistant Librarian (Selection Grade)/College Librarian (Selection Grade) who have completed three years in the pre-revised pay scale of Rs. 12,000 – Rs. 18,300 on 1 January, 2006 shall be fixed at an appropriate stage in the Pay Band of Rs. 37,400 – Rs. 67,000 with an AGP of Rs. 9,000. They shall continue to be designated as Deputy Librarian / Assistant Librarian (Selection Grade)/College Librarian (Selection Grade)
- (vi) Incumbents to the posts of Deputy Librarian / Assistant Librarian (Selection Grade) /College Librarian (Selection Grade) who have not completed the requirement of three years in the pre-revised pay scale of Rs.12,000 – Rs. 18,300, for being eligible to be placed in the higher Pay Band of Rs. 37,400 – Rs. 67,000, shall be placed at an appropriate stage with Academic Grade Pay of Rs. 8,000 till they complete three years of service as Deputy Librarian / Assistant Librarian (Selection Grade)/College Librarian (Selection Grade)

- (vii) Pay in regard to the directly recruited Deputy Librarians shall be initially fixed in Pay Band Rs.15,600 – Rs. 39,100 with AGP of Rs. 8,000. They shall move to the Pay Band of Rs. 37,400 – Rs. 67,000 with AGP of Rs.9000 after completing three years of service in the AGP of Rs. 8,000.
- (viii) The conditions of eligibility and academic qualifications prescribed by the UGC in these Regulations, shall be adopted for direct recruitment to the post of Deputy Librarian.

6.4. LIBRARIAN (UNIVERSITY):

- (i) The post of Librarian shall be in the Pay Band of Rs. 37,400 – Rs. 67,000 with the Academic Grade Pay of Rs.10,000.
- (ii) The conditions of eligibility and academic qualifications prescribed by the UGC in these Regulations, shall be adopted for appointment to the post of Librarian (University).
- (iii) Deputy Librarian completing service of three years in the AGP of Rs.9,000 and otherwise eligible as per the API scoring system and PBAS methodology developed in these Regulations, with a Ph.D. qualification shall also be eligible to be considered for appointment to the post of Librarian through open recruitment.
- (iv) Incumbent Librarian (University) shall be placed at the appropriate stage as per the 'fixation formula' provided as Appendix-II in the Pay Band of Rs. 37,400 – Rs. 67,000 with AGP of Rs.10,000.

7.0. PAY SCALES AND CAREER ADVANCEMENT SCHEMES REGULATIONS FOR PHYSICAL EDUCATION AND SPORTS CADRES

7.1. ASSISTANT DIRECTOR OF PHYSICAL EDUCATION AND SPORTS (ASSISTANT DPE&S) / COLLEGE DIRECTOR OF PHYSICAL EDUCATION & SPORTS (COLLEGE DPE&S):

- (i) The Assistant Director of Physical Education and Sports/College DPE&S in the pre-revised pays scale of Rs. 8,000 – Rs. 13,500 shall be placed in the Pay Band of Rs.15,600 – Rs. 39,100 with AGP of Rs. 6,000.
- (ii) Pay of Incumbent Assistant Directors of Physical Education and Sports / College DPE&S shall be fixed at an appropriate stage in the Pay Band of Rs. 15,600 – Rs. 39,100 with an AGP of Rs. 6,000, in accordance with the 'fixation formula' provided in Appendix-II.
- (iii) All conditions of eligibility and academic qualifications laid down by the UGC in these Regulations, shall be applicable for direct recruitment of Assistant Director of Physical Education and Sports / College DPE&S.

7.2. ASSISTANT DIRECTOR OF PHYSICAL EDUCATION AND SPORTS (SENIOR SCALE) / COLLEGE DPE & S (SENIOR SCALE):

- (i) Assistant Directors of Physical Education and Sports (Senior Scale) / College DPE & S (Senior Scale) in the pre-revised pay scale of Rs.10,000 – Rs. 15,200 shall be placed in the Pay Band of Rs.15,600 – Rs. 39,100 with AGP of Rs. 7,000.
- (ii) Assistant Directors of Physical Education and Sports / College DPE & S possessing Ph.D. in Physical Education at the entry level of Assistant DPE & S/ College DPE & S in the AGP of Rs. 6,000 shall, after completing service of four years in the AGP of Rs. 6,000, and if otherwise eligible as per API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations, shall move to higher AGP of Rs. 7,000 in the Pay Band of Rs.15,600 – Rs. 39,100.
- (iii) Assistant Directors of Physical Education and Sports / College DPE & S possessing M.Phil. in Physical Education at the entry level of Assistant DPE & S / College DPE & S in the AGP of Rs. 6,000 shall, after completing service of the five years in the AGP of Rs. 6,000, be eligible for the higher AGP of Rs. 7,000 on satisfying the API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations.
- (iv) Assistant Directors of Physical Education and Sports / College DPE&S without the relevant Ph.D. and M.Phil. shall, after completing service of six years as Assistant Director of Physical Education and Sports / College DPE&S in the AGP of Rs. 6,000, and if otherwise eligible as per API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations shall be placed in the AGP of Rs. 7,000.
- (v) Pay of incumbent Assistant Directors of Physical Education & Sports (Senior Scale) / College DPE&S (Senior Scale) shall be fixed in Pay Band of Rs.15600-39100 at an appropriate stage in the AGP of Rs.7000, as per the 'fixation formula' provided in Appendix-II

7.3. DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS/ ASSISTANT DIRECTOR OF PHYSICAL EDUCATION AND SPORTS (SELECTION GRADE) / COLLEGE DIRECTOR OF PHYSICAL EDUCATION AND SPORTS (SELECTION GRADE)

- (i) After completing service of five years in the Pay Band of Rs.15,600 – Rs. 39,100 with the AGP of Rs. 7,000 and subject to satisfying API scoring system and PBAS methodology prescribed by the UGC in these Regulations, Assistant Director of Physical Education and Sports (Senior Scale) / College DPE&S (Senior scale) shall move to AGP of Rs. 8,000 in the Pay band of Rs. 15,600 – Rs. 39,100. They shall be designated as Deputy Director of Physical Education and Sports / Assistant DPE&S (Selection Grade) / College DPE&S (Selection Grade), as the case may be.

- (ii) After completing service of three years in the Pay Band of Rs.15,600 – Rs. 39,100 and the AGP of Rs.8,000 and subject to satisfying API/ scoring system and PBAS methodology prescribed by the UGC in these Regulations, Deputy DPE&S/Assistant DPE&S (Selection Grade) College DPE&S (Selection Grade) shall move to the Pay Band of Rs. 37,400 – Rs. 67,000 with the AGP of Rs. 9,000. They shall continue to be designated as Deputy DPE&S/Assistant DPE&S (Selection Grade) / College DPE&S (Selection Grade)
- (iii) All incumbents to the post of Deputy DPE&S/Assistant DPE&S (Selection Grade)/ College DPE&S (Selection Grade) who have completed service of at least three years in the unrevised pay scale of Rs.12,000 – Rs.18,300 as on 01-01-2006 shall be eligible to be fixed in the Pay Band of Rs. 37,400 – Rs. 67,000 with AGP of Rs. 9,000.
- (iv) All incumbents to the post of Deputy DPE&S /Assistant DPE&S (Selection Grade/ College DPE&S (Selection Grade) whose services in the unrevised pay scale of Rs.12,000 – Rs. 18,300 fall short of three years which would have made them eligible to move to the higher pay band, shall be placed at an appropriate stage at the AGP of Rs. 8,000 in the pay band of Rs.15,600 – Rs. 39,000 till they complete the required service of three years as Deputy DPE&S / ADPE&S (Selection Grade) / College DPE&S (Selection Grade) in the unrevised pay scale.
- (v) Pay of the directly recruited Deputy DPE&S shall be initially fixed with the AGP of Rs. 8,000 in the Pay Band of Rs.15,600 – Rs. 39,100, and after completing three years of service directly recruited Deputy DPE&S and equivalent shall move to Pay Band Rs. 37,400 – Rs. 67,000 with AGP of Rs. 9,000.

7.4. DIRECTOR OF PHYSICAL EDUCATION AND SPORTS (UNIVERSITY):

- (i) Post of Director, Physical Education and Sports in Universities shall be in the Pay Band of Rs. 37,400 – Rs. 67,000 with AGP of Rs.10,000.
- (ii) Post of Director, Physical Education and Sports (University) shall continue to be filled through direct recruitment and the existing conditions of eligibility, i.e. the minimum qualification, number of years of relevant experience and other conditions prescribed by the UGC in these Regulations, shall be the eligibility for recruitment.
- (iii) Pay of the incumbent shall be fixed at the appropriate stage in the Pay Band of Rs.37,400 – Rs. 67,000 as per 'fixation formula' provided in Appendix-II.

8.0. PAY SCALES OF PRO-VICE CHANCELLOR / VICE-CHANCELLOR OF UNIVERSITIES:**8.1. PRO-VICE-CHANCELLOR:**

8.1.1. The posts of Pro-Vice Chancellor shall be in the Pay Band of Rs. 37,400 –Rs. 67,000 with AGP of Rs.10,000 or Rs.12,000 as the case may be, along with a Special Allowance of Rs. 4,000 per month, subject to the condition that the sum total of pay in the Pay Band, the Academic Grade Pay and the Special Allowance shall not exceed Rs. 80,000.

8.2. VICE CHANCELLOR:

8.2.1. The posts of Vice-Chancellor shall carry a fixed pay of Rs.75,000 along with a Special pay of Rs.5,000 per month. All other eligibilities and facilities for the Vice Chancellor as provided in the Act/Statute of the university concerned, shall be applicable besides the pay.

9.0. INCENTIVES FOR Ph.D. / M.Phil. AND OTHER HIGHER QUALIFICATION TO TAKE EFFECT FROM 01-09-2008.

9.1. Five non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to persons possessing the degree of Ph.D. awarded in a relevant discipline by the University following the process of admission, registration, course work and external evaluation as prescribed by the UGC.

9.2. M.Phil. Degree holders at the time of recruitment to the post of Assistant Professor shall be entitled to 2 non-compounded advance increments.

9.3. Those possessing Post-graduate degree in the professional course such as LL.M./M.Tech./M.Arch./M.E./M.V.Sc./M.D., etc. recognized by the relevant statutory body / council, shall also be entitled to 2 non-compounded advance increments at the entry level.

9.4 (i) Teachers who complete their Ph.D. Degree while in service shall be entitled to 3 non-compounded increments if such Ph.D. is in a relevant discipline of the discipline of employment and has been awarded by a University complying with the process prescribed by the UGC for enrolment, course work, evaluation, etc.

(ii) However, teachers in service who have already been awarded Ph.D. by the time of coming into force of these Regulations or having been enrolled for Ph.D. have already undergone course-work as well as evaluation, if any, and only Notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of 3 non-compounded increments even if the

university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.

- 9.5. In respect of every other case, a teacher who is already enrolled for Ph.D. shall avail the benefit of 3 non-compounded increments only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either course-work or evaluation or both, as the case may be.
- 9.6 Teachers in service who have not yet enrolled for Ph.D. shall therefore derive the benefit of 3 non-compounded increments on award of Ph.D., while in service only if such enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.
- 9.7 Teachers who acquire M.Phil. Degree or a post graduate degree in a professional course recognized by the relevant Statutory Body/Council, while in service, shall be entitled to one advance increment.
- 9.8 Five non-compounded advance increments shall be admissible to Assistant Librarian / College Librarian who are recruited at entry level with Ph.D. degree in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation process for the award of Ph.D. in Library Science.
- 9.8.1 (i) Assistant Librarian / College Librarian acquiring the degree of Ph.D. at any time while in service, in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation shall be entitled to 3 non-compounded advance increments.
- (ii) However, persons in posts of Assistant Librarian / College Librarian or higher positions who have already been awarded Ph.D. in library science at the time of coming into force of these Regulations or having already undergone course-work as well as evaluation, if any, and only Notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of 3 non-compounded increments even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.
- 9.8.2 In respect of every other case of persons in the posts of Assistant Librarian / College Librarian or higher positions who are already enrolled for Ph.D. shall avail the benefit of 3 non-compounded increments only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either course-work or evaluation or both, as the case may be.
- 9.8.3 Assistant Librarian / College Librarian and others in higher Library positions in service who have not yet enrolled for Ph.D. shall therefore derive the benefit of 3 non-compounded increments on award of Ph.D. while in service only if such

enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.

- 9.8.4.** Two non-compounded advance increments shall be admissible for Assistant Librarian / College Librarian with M.Phil. degree in Library Science at the entry level, Assistant Librarian / College Librarian and those in higher positions acquiring M. Phil. degree in Library Science at any time during the course of their service shall be entitled to one advance increment.
- 9.9** Five non-compounded advance increments shall be admissible to Assistant Director of Physical Education and Sports / College Director of Physical Education and Sports who are recruited at entry level with Ph.D. degree in the discipline of Physical Education from a university complying with the process prescribed by the UGC in respect of enrolment, course work and evaluation process for the award of Ph.D. in Physical Education.
- 9.10.** Notwithstanding anything in the foregoing clauses, those who have already availed the benefits of advance increments for possessing Ph.D. / M.Phil. at the entry level under the earlier Schemes / Regulations shall not be entitled to the benefit of advance increments under these Regulations.
- 9.11.** Teachers, Library and Physical Education cadres who have already availed the benefits of increments as per the then existing policy for acquiring Ph.D. / M. Phil while in service, shall not be entitled to advance increments under these Regulations.
- 9.12.** For posts at the entry level where no such advance increments were admissible for possessing Ph.D./M. Phil under the earlier Schemes / Regulations, the benefit of advance increments for possessing Ph.D./M. Phil shall be available to only those appointments which have been made on or after the coming into force of these Regulations.

10.0 OTHER TERMS AND CONDITIONS

10.1. INCREMENTS

- 10.2.** Each annual increment shall be equivalent to 3% of the sum total of pay in the relevant Pay Band and the AGP as applicable for the respective stage in the Pay Band.
- 10.3.** Each advance increment shall also be at the rate of 3% of the sum total of pay in the relevant Pay Band and the AGP as applicable and shall be non-compoundable.
- 10.4.** The number of additional increment(s) on placement at each higher stage of AGP shall be as per the existing Schemes / Regulations of increment on promotion from lower Pay Scale to higher Pay Scale; however, in view of the considerable raise in effective pay between the two Pay Bands, there shall be no

additional increment on movement from the Pay Band of Rs.15,600 – Rs. 39,100 to the Pay Band of Rs. 37,400 – Rs. 67,000.

- 10.5 All issues relating to grant of advance increments to teachers engaged in engineering / technical courses in the university system shall be subject to recommendations of the Committee separately constituted by the Central Government for pay review of teachers in technical education.

11.0 ALLOWANCES:

- 11.1. Allowances such as Leave Travel Concession, Special Compensatory Allowances, Children's Education Allowance, Transport Allowance, House Rent Allowance, Deputation Allowance, Traveling Allowance, Dearness Allowance, area based Special Compensatory Allowance etc. as applicable to teachers and Library and Physical Education Cadres, shall be at par with that of Central Government employees.

APPENDICES

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| APPENDIX I | <p>Scheme of revision of pay of teachers and equivalent cadres in universities and colleges following the revision of pay scales of Central Government employees on the recommendations of the Sixth Central Pay Commission</p> <p>(Letter No. No.1-32/2006-U.II/U.I(i). Government of India, Ministry of Human Resource Development, Department of Higher Education, New Delhi, dated the 31st December, 2008).</p> | |
| APPENDIX II | <p>Fitment Tables (Table No. 1 to 9) for fixation of pay of the existing incumbents, who were in position as on 1.1.2006, in various categories of posts as indicated in the Tables.</p> <p>(Letter No. No.F.3-1/2009-U.I, Government of India, Ministry of Human Resource Development, (Department of Higher Education), dated 4th June, 2009)</p> | |
| APPENDIX III (TABLES I TO IX) | <p>Performance Based Assessment Scheme (PBAS) & Annual Performance Indicators (APIs) for Direct Recruitment & Promotion under Career Advancement Scheme (CAS)</p> <p>Tables I to IV – For University and College Teachers</p> <p>Tables V to VIII – For Asst. Director/Dy. Director/ Director Physical Education Cadre etc.</p> <p>Tables IX to XII – For Asst, Librarian, Dy. Librarian, Librarian etc.</p> | |

APPENDIX I

No.1-32/2006-U.II/U.I(i)

Ministry of Human Resource Development
(Department of Higher Education)

New Delhi, dated the 31st December, 2008

To

**The Secretary,
University Grants Commission,
Bahadur Shah Zafar Marg, New Delhi - 110 002.**

Subject:- Scheme of revision of pay of teachers and equivalent cadres in universities and colleges following the revision of pay scales of Central Government employees on the recommendations of the Sixth Central Pay Commission.

Sir,

I am directed to say that the Government of India have decided, after taking into consideration the recommendations made by the University Grants Commission (UGC) based on the decisions taken at the meeting of the Commission held on 7-8 October 2008, to revise the pay scales of teachers in the Central Universities. The revision of pay scales of teachers shall be subject to various provisions of the Scheme of revision of pay scales as contained in this letter, and Regulations to be framed by the UGC in this behalf in accordance with the Scheme given below. The revised pay scales and other provisions of the Scheme are as under:-

1. General

(i) There shall be only three designations in respect of teachers in universities and colleges, namely, Assistant Professors, Associate Professors and Professors. However, there shall be no change in the present designation in respect of Library and Physical Education Personnel at various levels.

(ii) No one shall be eligible to be appointed, promoted or designated as Professor, unless he or she possesses a Ph.D. and satisfies other academic conditions, as laid down by the University Grants Commission (UGC) from time to time. This shall, however, not affect those who are already designated as 'Professor'.

(iii) The pay of teachers and equivalent positions in Universities and Colleges shall be fixed according to their designations in two pay bands of Rs. 15600-39100 and Rs.37400-67000 with appropriate "Academic Grade Pay" (AGP in short). Each Pay Band shall have different stages of Academic Grade Pay which shall ensure that teachers and other equivalent cadres covered under this Scheme, subject to other conditions of eligibility being satisfied, have multiple opportunities for upward movement during their career.

(iv) Posts of Professors shall be created in under-graduate (UG) colleges as well as in post-graduate (PG) colleges. The number of posts of Professors in a UG College shall be equivalent to 10 percent of the number of posts of Associate Professors in that College. There shall be as many posts of Professors in each PG College as the number of Departments in that College. No new Departments shall be created in UG or PG Colleges without prior approval of the UGC.

(v) Up to 10% of the posts of Professors in universities shall be in the higher Academic Grade Pay of Rs. 12000 with eligibility conditions to be prescribed by the UGC.

(vi) National Eligibility Test (NET) shall be compulsory for appointment at the entry level of Assistant Professor, subject to the exemptions to the degree of Ph.D. in respect of those persons obtaining the award through a process of registration, course-work and external evaluation, as have been/ or may be laid down by the UGC through its regulations, and so adopted by the University. NET shall not be required for such Masters' programmes in disciplines for which there is no NET.

2. Revised Pay Scales , Service conditions and Career Advancement Scheme for teachers and equivalent positions:

The pay structure for different categories of teachers and equivalent positions shall be as indicated below:-

(a) Assistant Professor / Associate Professors / Professors in Colleges & Universities

(i) Persons entering the teaching profession in Universities and Colleges shall be designated as Assistant Professors and shall be placed in the Pay Band of Rs.15600-39100 with AGP of Rs.6000. Lecturers already in service in the pre-revised scale of Rs. 8000-13500, shall be re-designated as Assistant Professors with the said AGP of Rs. 6000.

(ii) An Assistant Professor with completed service of 4 years, possessing Ph.D Degree in the relevant discipline shall be eligible, for moving up to AGP of Rs. 7000.

(iii) Assistant Professors possessing M.Phil degree or post-graduate degree in professional courses approved by the relevant Statutory Body, such as LL.M/M.Tech etc. shall be eligible for the AGP of Rs. 7,000 after completion of 5 years service as Assistant Professor.

(iv) Assistant Professors who do not have Ph.D or M.Phil or a Master's degree in the relevant Professional course shall be eligible for the AGP of Rs. 7,000 only after completion of 6 years' service as Assistant Professor.

(v) The upward movement from AGP of Rs. 6000 to AGP of Rs. 7000 for all Assistant Professors shall be subject to their satisfying other conditions as laid down by the UGC.

(vi) The pay of the incumbents to the posts of Lecturer (senior scale) (i.e. the unrevised scale of Rs. 10,000-15200) shall be re-designated as Assistant Professor, and shall be fixed at the appropriate stage in Pay Band of Rs.15600-39100 based on their present pay, with AGP of Rs. 7000.

(vii) Assistant Professors with completed service of 5 years at the AGP of Rs. 7000 shall be eligible , subject to other requirements laid down by the UGC, to move up to the AGP of Rs.

8000.

(viii) Posts of Associate Professor shall be in the Pay Band of Rs.37400-67000, with AGP of Rs.9000. Directly recruited Associate Professors shall be placed in the Pay Band of Rs. 37400-67000 with an AGP of Rs. 9000, at the appropriate stage in the Pay Band in terms of the conditions of appointment.

(ix) Incumbent Readers and Lecturers (Selection Grade) who have completed 3 years in the current pay scale of Rs. 12000-18300 on 1.1.2006 shall be placed in Pay Band of Rs. 37400-67000 with AGP Pay of Rs. 9000 and shall be re-designated as Associate Professor.

(x) Incumbent Readers and Lecturers (Selection Grade) who had not completed three years in the pay scale of Rs. 12000-18300 on 1.1.2006 shall be placed at the appropriate stage in the Pay Band of Rs. 15600-39100 with AGP of Rs. 8000 till they complete 3 years of service in the grade of Lecturer (Selection Grade)/Reader, and thereafter shall be placed in the higher Pay Band of Rs.37400-67000 and accordingly re-designated as Associate Professor.

(xi) Readers/ Lecturers (Selection Grade) in service at present shall continue to be designated as Lecturer (Selection Grade) or Readers, as the case may be, until they are placed in the Pay Band of Rs. 37,400-67000 and re-designated as Associate Professor in the manner described in (x) above.

(xii) Assistant Professors completing 3 years of teaching in the AGP of Rs. 8000 shall be eligible, subject to other conditions, that may be prescribed by the UGC and the university, to move to the Pay Band of Rs. 37400-67000 with AGP of Rs. 9000 and to be designated as Associate Professor.

(xiii) Associate Professor completing 3 years of service in the AGP of Rs. 9000 and possessing a Ph.D. degree in the relevant discipline shall be eligible to be appointed and designated as Professor, subject to other conditions of academic performance as laid down by the UGC and if any by the university. No teacher other than those with a Ph.D. shall be promoted, appointed or designated as Professor. The Pay Band for the post of Professors shall be Rs.37400-67000 with AGP of Rs. 10000.

(xiv) The pay of a directly recruited Professor shall be fixed at a stage not below Rs. 43000 in the Pay Band of Rs. 37400-67000, with the applicable AGP of Rs. 10000.

(xv) Ten percent of the posts of Professors in a university shall be in the higher AGP of Rs. 12000, however, teachers appointed to the posts shall continue to be designated as Professor. Eligibility for appointment as a Professor in the higher Academic Grade Pay shall be as may be laid down by the UGC, and such eligibility conditions shall, inter alia, include publications in peer reviewed/ refereed Research Journals, and the requirement of at least 10 years of teaching as Professor and post-doctoral work of a high standard. No person appointed directly as Professor in the AGP of Rs. 12000 shall be fixed at a stage less than Rs. 48000 along with the AGP.

(xvi) For initial direct recruitment at the level of Associate Professors and Professors, the eligibility conditions in respect of academic and research requirements shall be as may be or have been prescribed by the UGC through Regulations and as may be laid down by the

university.

(xvii) Discretionary award of advance increments for those who enter the profession as Associate Professors or Professors with higher merit, high number of research publications and experience at the appropriate level, shall be within the competence of the appropriate authority of the concerned University or recruiting institution while negotiating with individual candidates in the context of the merits of each case, taking into account the pay structure of other teachers in the faculty and other specific factors.

(b) Professors in Under Graduate and Post Graduate Colleges:

(xviii) Ten percent of the number of sanctioned posts of Associate Professor in an Under Graduate College shall be that of Professors and shall be subject to the same criterion for selection/ appointment as that of Professors in Universities, provided that there shall not be more than one post of Professor in each Department; and provided further that One-fourth (25%) of the posts of Professor in UG Colleges shall be directly recruited or filled on deputation by eligible teachers and the remaining three-fourths (75%) of posts of Professors shall be filled by merit promotion from among eligible Associate Professors of the relevant department of the Under Graduate College. Identification of posts of Professor in an Under Graduate College for being filled through direct recruitment/deputation shall be within the competence of the University acting in consultation with the College. Where the number of posts of Professor worked out as a percentage of the number of posts of Associate Professor for merit promotion or direct recruitment/ deputation is not an integer, the same shall be rounded off to the next higher integer.

(xix) There shall be one post of Professor in each Department of a Post Graduate College and shall be subject to the same criterion for selection/ appointment as that of Professors in Universities, provided that One-fourth (25%) of the posts of Professor shall be filled on deputation/direct recruitment from among eligible teachers and the remaining three-fourths (75%) of posts shall be filled through merit promotion from among the eligible Associate Professors in the relevant department of the Post Graduate College. Identification of posts of Professor in a Post Graduate College for being filled through direct recruitment/deputation shall be within the competence of the University acting in consultation with the College. Where the number of posts of professor for merit promotion or direct recruitment/ deputation worked out as a percentage of the total number of posts in a Post Graduate College is not an integer, the same shall be rounded off to the next higher integer. The UGC shall issue separate guidelines to ensure availability of minimum standards of academic infrastructure (library, research facilities etc.) for starting Post Graduate Courses in Colleges.

3. Pay Scales of Pro Vice Chancellor / Vice Chancellor of Universities:

(i) Pro-Vice Chancellor

The posts of Pro-Vice Chancellor shall be in the Pay Band of Rs.37400-67000 with AGP of Rs. 10000 or Rs. 12000, as the case may be, along with a Special Allowance of Rs.4000 per month, subject to the condition that the sum total of pay in the Pay Band, the Academic Grade Pay and the Special Allowance shall not exceed Rs. 80,000.

(ii) Vice Chancellor

The posts of Vice Chancellor shall carry a fixed pay of Rs. 75000 along with a Special

Allowance of Rs. 5000 per month.

4. Pay Scales of Principals in Colleges:

(i) Principal of Under Graduate Colleges Appointments to the posts of Principal in Under Graduate Colleges shall be based on the conditions of eligibility in respect of educational qualifications and teaching/research experience laid down by the University Grants Commission and if any by the university from time to time. The posts of Principal in Under Graduate Colleges shall be in the Pay Band of Rs.37400-67000 with AGP of Rs.10000, plus a Special Allowance of Rs. 2000 per month. All Principals in service shall be appropriately fixed in the Pay Band with the AGP of Rs. 10000.

(ii) Principal of Post Graduate Colleges Appointments to the posts of Principal in Post Graduate Colleges shall be based on the conditions of eligibility in respect of educational qualifications and teaching/research experience laid down by the University Grants Commission and if any by the university from time to time. Posts of Principal in Post Graduate Colleges shall also be in the Pay Band of Rs.37400-67000 with AGP of Rs.10,000, plus a Special Allowance of Rs. 3000 per month. All Principals in service shall be appropriately fixed in the Pay Band with the AGP of Rs. 10000.

5. Pay Scales and Career Advancement Scheme for Librarians etc: (a) Assistant Librarian / College Librarian:

(i) Assistant Librarian/ College Librarian in the pre-revised scale of pay of Rs. 8000-13500 shall be placed in the Pay Band of Rs.15600-39100 with AGP of Rs. 6000.

(ii) All existing conditions of eligibility and academic qualifications laid down by the UGC shall continue to be applicable for direct recruitment of Assistant Librarian/ College Librarian.

(b) Assistant Librarian (Sr. Scale)/ College Librarian (Sr.Scale)

(i) The posts of Assistant Librarian (Sr. Scale)/ College Librarian (Sr.Scale) in the pre-revised scale of pay of Rs. 10000-15200 shall be placed in the Pay Band of Rs. 15600-39100 with AGP of Rs.7000.

(ii) Assistant Librarian/ College Librarian possessing Ph.D. in Library Science at the entry level, after completing service of 4 years in the AGP of Rs.6000, and if otherwise eligible as per guidelines laid down by the UGC shall be eligible for the higher AGP of Rs. 7000 with in the Pay Band of Rs. 15600-39100.

(iii) Assistant Librarian/ College Librarian not possessing Ph.D. but only M.Phil in Library Science at the entry level after completing service of 5 years in the AGP of Rs. 6000, if otherwise eligible as per guidelines laid down by the UGC, shall become eligible for the higher AGP of Rs. 7000.

(iv) After completing service of 6 years in the AGP of Rs. 6000 Assistant Librarian/ College Librarian without the relevant Ph.D. and M.Phil shall, if otherwise eligible as per guidelines laid down by the UGC and if any by the university, move to the higher AGP of Rs. 7000.

(v) The pay of the existing Assistant Librarian (Sr. Scale)/ College Librarian (Sr. Scale) in the pre-revised scale of pay of Rs. 10000-15200 shall be fixed in the Pay Band of Rs. 15600-39100 with AGP of Rs. 7000. at an appropriate stage based on their present pay,

(c) Deputy Librarian / Assistant Librarian (Selection Grade) / College Librarian (Selection Grade)

(i) Deputy Librarians who are directly recruited at present shall be placed in the Pay Band of Rs. 15600-39100 with AGP of Rs. 8000 initially at the time of recruitment.

(ii) On completion of service of 5 years, Assistant Librarian (Sr. Scale)/ College Librarian (Senior Scale) shall be eligible for the post of Deputy Librarian/ equivalent posts in Pay Band of Rs. 15600-39100, with Academic Grade Pay of Rs. 8,000, subject to their fulfilling other conditions of eligibility (such as Ph.D. degree or equivalent published work etc. for Deputy Librarian) as laid down by the UGC. They shall be designated as Deputy Librarian/ Assistant Librarian (Selection Grade)/ College Librarian (Selection Grade), as the case may be.

(iii) The existing process of selection by a Selection Committee shall continue in respect of promotion to the post of Deputy Librarian and their equivalent positions.

(iv) After completing 3 years in the Pay Band of Rs. 15600-39100 with an AGP of Rs. 8000, Deputy Librarians/ equivalent positions shall move to the Pay Band of Rs. 37400- 67000 and AGP of Rs. 9000, subject to fulfilling other conditions of eligibility laid down by the UGC and if any by the university.

(v) Assistant Librarians (Senior Scale) in universities/ College Librarians (Senior Scale) in the AGP of Rs. 7000 not possessing Ph.D. in Library Science or equivalent published work but who fulfill other criteria prescribed by the UGC and if any by the university, shall also be eligible for being placed in the AGP of Rs. 8000.

(vi) Incumbents to the posts of Deputy Librarian/ Assistant Librarian (Selection Grade)/College Librarian (Selection Grade) who have completed three years in the pre-revised pay scale of Rs. 12000-18300 on 1.1.2006 shall be fixed at an appropriate stage in the Pay Band of Rs. 37400-67000 with an AGP of Rs. 9000. They shall continue to be designated as Deputy Librarian/ Assistant Librarian (Selection Grade)/College Librarian (Selection Grade)

(vii) Incumbents to the posts of Deputy Librarian/ Assistant Librarian (Selection Grade)/College Librarian (Selection Grade) who have not completed the requirement of three years in the pre-revised pay scale of Rs. 12000-18300, for being eligible to be placed in the higher Pay Band of Rs. 37400-67000, shall be placed at an appropriate stage with Academic Grade Pay of Rs. 8000 till they complete three years of service as Deputy Librarian/ Assistant Librarian (Selection Grade)/ College Librarian (Selection Grade).

(viii) Pay in regard to the directly recruited Deputy Librarians shall be initially fixed In Pay Band Rs. 15600-39100 with AGP of Rs. 8000. They shall move to the Pay Band of Rs. 37400-67000 with AGP of Rs. 9000 after completing three years of service in the AGP of Rs. 8000.

(ix) The existing conditions of eligibility and academic qualifications prescribed by the UGC shall continue to be applicable for direct recruitment to the post of Deputy Librarian.

(d) Librarian (University)

(i) The post of Librarian shall be in the Pay Band of Rs. 37400-67000 with the Academic Grade Pay of Rs. 10000.

(ii) The existing conditions of eligibility and academic qualifications prescribed by the UGC shall continue to be applicable for appointment to the post of Librarian (University).

(iii) Deputy Librarian completing service of three years in the AGP of Rs. 9000 and otherwise eligible as per conditions prescribed by the UGC and if any by the university, shall also be eligible to be considered for appointment to the post of Librarian through open recruitment.

(iv) Incumbent Librarian (University) shall be placed at the appropriate stage as per the 'fixation formula' of the 6th CPC in the Pay Band of Rs. 3740-67000 with AGP of Rs.10000.

6. Pay Scales and Career Advancement Scheme for Physical Education Personnel:**(a) Assistant Director of Physical Education (Assistant DPE)/ College Director of Physical Education (College DPE)**

(i) The Assistant Director of Physical Education/ College DPE in the pre-revised pays scale of Rs. 8000-13500 shall be placed in the Pay Band of Rs.15600-39100 with AGP of Rs. 6000.

(ii) Pay of incumbent Assistant Directors of Physical Education/ College DPE shall be fixed at an appropriate stage in the Pay Band of Rs. 15600-39100 with an AGP of Rs. 6000, in accordance with the 'fixation formula' of the 6th CPC.

(iii) All existing conditions of eligibility and academic qualifications laid down by the UGC shall continue to be applicable for direct recruitment of Assistant Director of Physical Education/College DPE.

(b) Assistant Director of Physical Education (Senior Scale)/ College DPE (Senior Scale)

(i) Assistant Directors of Physical Education (Senior Scale)/ College DPE (Senior Scale) in the pre-revised pay scale of Rs. 10000-15200 shall be placed in the Pay Band of Rs. 15600-39100 with AGP of Rs. 7000.

(ii) Assistant Directors of Physical Education (Senior Scale)/ College DPE (Senior Scale) possessing Ph.D. in Physical Education at the entry level of Assistant DPE/ College DPE in the AGP of Rs. 6000 shall, after completing service of four years in the AGP of Rs.6000, and if otherwise eligible as per guidelines prescribed by the UGC and if any by the university, move to higher AGP of Rs. 7000 in the Pay Band of Rs. 15600-39100.

(iii) Assistant Directors of Physical Education (Senior Scale)/ College DPE (Senior Scale) possessing MPhil in Physical Education at the entry level of Assistant DPE/College DPE in the AGP of Rs. 6000 shall, after completing service of five years in the AGP of Rs. 6000, be eligible for the higher AGP of Rs. 7000.

(iv) Assistant Directors of Physical Education/ College DPEs without the relevant Ph.D. and M.Phil shall, after completing service of six years as Assistant Director of Physical

Education/College DPE in the AGP of Rs. 6000, and if otherwise eligible as per guidelines prescribed by the UGC and if any by the university, be eligible for being placed in the AGP of Rs. 7000.

(v) Pay of incumbent Assistant Directors of Physical Education (Senior Scale)/ College DPE (Senior Scale) shall be fixed in Pay Band of Rs. 15600-39100 at an appropriate stage in the AGP of Rs. 7000, as per the 'fixation formula' of the 6th CPC.

(c) Deputy Director of Physical Education / Assistant Director of Physical Education (Selection Grade)/ College Director of Physical Education (Selection Grade)

(i) After completing service of five years in the Pay Band of Rs. 15600-39100 with the AGP of Rs. 7000 and subject to satisfying other eligibility conditions laid down by the UGC and if any by the university, Assistant Director of Physical Education (Senior Scale)/College DPE (Senior Scale) shall move to AGP of Rs. 8000 in the Pay Band of Rs. 15600-39100. They shall be designated as Deputy Director of Physical Education/ Assistant DPE (Selection Grade)/ College DPE (Selection Grade), as the case may be.

(ii) After completing service of three years in the Pay Band of Rs. 15600-39100 and the AGP of Rs. 8000 and subject to eligibility laid down by the UGC and if any by the university, Deputy DPE/ Assistant DPE (Selection Grade)/ College DPE (Selection Grade) shall move to the Pay Band of Rs. 37400-67000 with the AGP of Rs. 9000. They shall continue to be designated as Deputy DPE/ Assistant DPE (Selection Grade)/ College DPE (Selection Grade)

(iii) All Incumbents to the post of Deputy DPE/ Assistant DPE (Selection Grade)/ College DPE (Selection Grade) who have completed service of at least three years in the un-revised Pay Scale of Rs. 12000-18300 as on 1.1.2006 shall be eligible to be fixed in the Pay Band of Rs. 37400-67000 with AGP of Rs. 9000.

(iv) All incumbents to the post of Deputy DPE/ Assistant DPE (Selection Grade)/ College DPE (Selection Grade) whose services in the un-revised Pay Scale of Rs. 12000-18300 fall short of three years which would have made them eligible to move to the higher Pay Band, shall be placed at an appropriate stage at the AGP of Rs. 8000 in the Pay Band of Rs. 15600-39100 till they complete the required service of three years as Deputy DPE/ ADPE (Selection Grade)/ College DPE (Selection Grade) in the un-revised Pay Scale.

(v) Pay of the directly recruited Deputy DPE shall be initially fixed with the AGP of Rs. 8000 in the Pay Band of Rs. 15600-39100, and after completing 3 years of service directly recruited Deputy DPE and equivalents shall move to Pay Band Rs. 37400-67000 with AGP of Rs. 9000.

(d) Director of Physical Education (University):

(i) Post of Director Physical Education in universities shall be in the Pay Band of Rs. 37400-67000 with AGP of Rs. 10000.

(ii) Post of Director Physical Education (University) shall continue to be filled through direct recruitment and the existing conditions of eligibility i.e. the minimum qualification number of years of relevant experience and other conditions prescribed by the UGC shall continue to be the eligibility for recruitment.

(iii) Pay of the incumbents shall be fixed at the appropriate stage in the Pay Band of Rs.

37400-67000 as per 'fixation formula' of the Government of India for 6th CPC.

7. Incentives for Ph. D./M.Phil and other higher qualification:

- (i) Five non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to persons possessing the degree of Ph.D. awarded in the relevant discipline by a university following the process of registration, coursework and external evaluation as prescribed by the UGC.
- (ii) M.Phil degree holders at the time of recruitment to the post of Assistant Professor shall be entitled to two non-compounded advance increments.
- (iii) Those possessing Post Graduate degree in a professional course such as LL.M/M.Tech etc., recognised by the relevant Statutory Body/Council, shall also be entitled to 2 non-compounded advance increments at the entry level.
- (iv) Teachers who complete their Ph.D. degree while in service shall be entitled to three non-compounded increments if such Ph.D. is in the relevant discipline and has been awarded by a university complying with the process prescribed by the UGC for enrolment, course-work and evaluation etc.
- (v) However, teachers in service who have been awarded Ph.D. at the time of coming into force of this Scheme or having been enrolled for Ph.D. have already undergone course-work, if any, as well as evaluation, and only notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of three non compounded increments even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.
- (vi) In respect of every other case, a teacher who is already enrolled for Ph.D. shall avail the benefit of three non-compounded increments only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D, in respect of either course-work or evaluation or both, as the case may be.
- (vii) Teachers in service who have not yet enrolled for Ph.D. shall therefore derive the benefit of three non-compounded increments on award of Ph.D, while in service only if such enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.
- (viii) Teachers who acquire M.Phil, degree or a post graduate degree in a professional course recognised by the relevant Statutory Body/Council, while in service, shall be entitled to one advance increment. If post graduate qualification in a particular subject is not a mandatory requirement at the entry level of recruitment, acquisition of such a qualification for in service candidates shall also entitle them to one advance increment.
- (ix) Five non compounded advance increments shall be admissible to Assistant Librarian/ College Librarian who are recruited at entry level with Ph.D. degree in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation process for the award of Ph.D. in library science.
- (x) Assistant Librarian / College Librarian and other Library personnel acquiring the degree of Ph.D. at any time while in service, in the discipline of library science from a university

complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation shall be entitled to three non-compounded advance increments.

(xi) However, persons in posts of Assistant Librarian/College Librarian or higher positions who have been awarded Ph.D. in library science at the time of coming into force of this Scheme or having been enrolled for Ph.D. in library science have already undergone course-work, if any, as well as evaluation, and only notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of three noncompounded increments even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.

(xii) in respect of every other case of persons in the posts of Assistant Librarian/ College Librarian or higher positions who are already enrolled for Ph.D. shall avail the benefit of three non-compounded increments only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D., in respect of either course-work or evaluation or both, as the case may be.

(xiii) Assistant Librarian/ College Librarian and others in higher Library positions in service who have not yet enrolled for Ph.D. shall therefore derive the benefit of three non-compounded increments on award of Ph.D. while in service only if such enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.

(xiv) Two non-compounded advance increments shall be admissible for Assistant Librarian/ College Librarian with M.Phil degree in Library Science at the entry level. Assistant Librarian/ College Librarian and those in higher positions acquiring MPhil degree in Library Science at any time during the course of their service, shall be entitled to one advance increment.

(xv) Five non-compounded advance increments shall be admissible to Assistant Director of Physical Education/ College Director of Physical Education who are recruited at entry level with Ph.D. degree in the discipline of Physical Education from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation process for the award of Ph.D. in Physical Education.

(xvi) Persons in posts of Assistant Director of Physical Education/ College DPE or higher positions acquiring the degree of Ph.D in the discipline of Physical Education, at any time while in service from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation shall be entitled to three noncompounded advance increments.

(xvii) However, persons in posts of Assistant Director of Physical Education/ College DPE or higher positions who have been awarded Ph.D. in Physical Education at the time of coming into force of this Scheme or having been enrolled for Ph.D. in Physical Education have already undergone course-work, if any, as well as evaluation, and only notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of three non-compounded increments even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.

(xviii) In respect of every other case of persons in the posts of Assistant Director of Physical Education/ College DPE or higher positions who are already enrolled for Ph.D. in Physical Education shall avail the benefit of three non-compounded increments only if the university

awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either course-work or evaluation or both, as the case may be.

(xix) Assistant Director of Physical Education/ College DPE and others in higher Physical Education positions in service who have not yet enrolled for Ph.D. shall therefore derive the benefit of three non-compounded increments on award of Ph.D., while in service only if such enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.

(xx) Two non-compounded advance increments shall be admissible for Assistant Director of Physical Education/ College DPE with M.Phil degree in Physical Education at the entry level. Assistant Director of Physical Education/ College DPE and those in higher positions acquiring MPhil degree in Physical Education at any time during the course of their service, shall be entitled to one advance increment.

(xxi) Notwithstanding anything in the foregoing clauses, those who have already availed the benefits of advance increments for possessing Ph.D./ M.Phil. at the entry level under the earlier scheme shall not be entitled to the benefit of advance increments under this Scheme.

(xxii) For posts at the entry level where no such advance increments were admissible for possessing Ph.D/ M.Phil. under the earlier scheme, the benefit of five advance increments for possessing Ph.D./ M.Phil. shall be available to only those appointments which have been made on or after the coming into force of this Scheme.

(xxiii) Teachers, Library and Physical Education cadres who have already availed the benefits of increments as per existing policy for acquiring Ph.D./M.Phil while in service, would not be entitled to benefits under this Scheme.

8. Other terms and conditions:

(a) Increments:

(i) Each annual increment shall be equivalent to 3% of the sum total of pay in the relevant Pay Band and the AGP as applicable for the stage in the Pay Band.

(ii) Each advance increment shall also be at the rate of 3% of the sum total of pay in the relevant Pay Band and the AGP as applicable and shall be non-compoundable.

(iii) The number of additional increment(s) on placement at each higher stage of AGP shall be as per the existing scheme of increment on promotion from lower Pay Scale to higher Pay Scale; however, in view of the considerable raise in effective pay between the two Pay Bands, there shall be no additional increment on movement from the Pay Band of Rs. 15600-39100 to the Pay Band of Rs. 37400-67000.

(iv) All issues relating to grant of advance increments to teachers engaged in engineering/ technical courses in the university system shall be subject to recommendations of the Committee separately constituted by the Central Government for pay review of teachers in technical education.

(b) Pay fixation formula':

The pay 'fixation formula' recommended by 6th Central Pay Commission as accepted by the Central Government shall be adopted for teachers and equivalent positions in the Library and Physical Education Cadres.

(c) Allowances:

(i) Allowances such as Leave Travel Concession, Special Compensatory Allowances, Children's Education Allowance, Transport Allowance, House Rent Allowance, Deputation Allowance, Travelling Allowance, Dearness Allowance, area based Special Compensatory Allowance etc. as applicable to teachers and Library and Physical Education Cadres, shall be at par with those accepted by the Central Government for Central Government employees on the recommendations of 6th Central Pay Commission and shall be applicable from 1.09.2008.

(ii) For teachers and equivalent positions in Library and Physical Education cadres in UGC maintained universities/colleges and institutions deemed to be universities, the rates of allowances as applicable to Central Government Group 'A' employees shall be adopted.

(iii) Teachers and equivalent positions in Library and Physical Education cadres, in UGC maintained universities/colleges and institutions deemed to be universities, with visual, orthopedic hearing or other disabilities under the provisions of 'Persons with Disabilities (Protection of Rights, Equal Opportunities and Full Participation) Act, 1995' shall be entitled to twice the normal rate of transport allowance as accepted by the Central Government on the recommendations of 6th CPC for Central Government Employees with disabilities.

(d) Study Leave:

(i) University Grants Commission shall revise its guidelines in respect of granting study leave with pay for acquiring M. Phil etc. and Ph.D. in the relevant discipline while in service by relaxing the number of years to be put in after entry while keeping in mind the availability of vacant positions for teachers and other cadres in colleges and universities, so that a teacher and other cadres entering service without Ph.D. or M.Phil. or higher qualification could be encouraged to acquire these qualifications in the relevant disciplines at the earliest rather than at a later stage of the career.

(e) Research Promotion Grant:

(i) University Grants Commission shall prescribe a scheme with appropriate guidelines for providing by way of appropriate 'start up grants' to teachers and other cadres taking up research in all disciplines including basic science research as recommended by 'Prof. M.M. Sharma Committee on Strengthening of Basic Science Research' and suitably adopted for research in social sciences/humanities and other disciplines by the UGC.

(f) Age of Superannuation:

(i) In order to meet the situation arising out of shortage of teachers in universities and other teaching institutions and the consequent vacant positions therein, the age of superannuation for teachers in Central Educational Institutions has already been enhanced to sixty five years,

vide the Department of Higher Education letter No.F.No.119/2006-U.II dated 23.3.2007, for those involved in class room teaching in order to attract eligible persons to the teaching career and to retain teachers in service for a longer period. Consequent on upward revision of the age of superannuation of teachers, the Central Government has already authorized the Central Universities, vide Department of Higher Education D.O. letter No.F.1-24/2006-Desk(U) dated 30.3.2007 to enhance the age of superannuation of Vice- Chancellors of Central Universities from 65 years to 70 years, subject to amendments in the respective statutes, with the approval of the competent authority (Visitor in the case of Central Universities).

(ii) Subject to availability of vacant positions and fitness, teachers shall also be reemployed on contract appointment beyond the age of sixty five years up to the age of seventy years. Re-employment beyond the age of superannuation shall, however, be done selectively, for a limited period of 3 years in the first instance and then for another further period of 2 years purely on the basis of merit, experience, area of specialization and peer group review and only against available vacant positions without affecting selection or promotion prospects of eligible teachers.

(ii) Whereas the enhancement of the age of superannuation for teachers engaged in class room teaching is intended to attract eligible persons to a career in teaching and to meet the shortage of teachers by ~~retaining teachers in service for a longer period~~, and whereas there is no shortage in the categories of Librarians and Directors of Physical Education, the increase in the age of superannuation from the present sixty two years shall not be available to the categories of Librarians and Directors of Physical Education.

(g) Pension:

(i) For teachers and other cadres in UGC maintained institutions in receipt of pension, the Central Government rules for pension and gratuity as applicable to Central Government employees shall be applicable. Recommendations of Sixth Central Pay Commission in respect of pension for Central Government employees, including eligibility for full pension i.e. 50% of average pay or last pay drawn whichever is higher after 20 years of qualifying service, shall be adopted for only those teachers and other cadres who are already on pension in Central Universities/ colleges and other institutions deemed to be universities coming under the purview of the UGC

(ii) In view of the new pension scheme effective from 1.1.2004, no new cases of conversion to pension scheme shall be allowed.

(h) Family Pension:

(i) Family Pension facilities as approved by the Central Government in respect of Central Government Employees on the recommendations of Sixth CPC shall be available to teachers and other cadres in Central Universities and other UGC maintained institutions who are eligible for such Pension at present.

(i) Additional Quantum of Pension to senior pensioners:

(i) The facility of additional quantum of pension accepted by the Central Government on the recommendation of 6th CPC for senior pensioners of the Central Government shall be extended to persons who are or were in teaching and other cadres on attaining the age of eighty years if they are already in pension scheme in Central Universities and other UGC

maintained institutions.

(j) Gratuity and Encashment of Leave : Facilities of gratuity and encashment of leave accepted by the Central Government on the recommendation of 6th CPC for Central Government employees shall be extended to teachers and other cadres in Central Universities and other UGC maintained institutions.

(k) Ex-Gratia Compensation : Families of teachers and other cadres who die in performance of their bona fide duties shall be compensated in the same manner as similarly placed families of Central Government Employees.

(l) Provident Fund:

(i) In view of the present policy in regard to Contributory Provident Fund, the status quo shall continue.

(m) Consultancy Assignments:

(i) University Grants Commission shall work out a suitable model, for which the models of revenue sharing between institutions and consultant-teachers prevailing in the Indian Institutes of Technology, Indian Institutes of Management and other institutions may be taken into consideration.

(n) Anomalies of the last PRC:

(i) Anomalies and unimplemented recommendations of the last Pay Review Committee, if any, shall be examined by the University Grants Commission in Consultation with the Ministry of Human Resource Development.

(o) Other recommendations of PRC and UGC:

(i) Recommendations made by the Pay Review Committee and the UGC in regard to the various selection processes, service and working conditions, training/ refresher courses etc. shall be considered appropriately by University Grants Commission with the approval of the Central Government, wherever required, or under the Commission's Regulations in accordance with the provisions of the University Grants Commission Act.

(p) Applicability of the Scheme:

(i) This Scheme shall be applicable to teachers and other equivalent cadres of Library and Physical Education in all the Central Universities and Colleges there-under and the Institutions Deemed to be Universities whose maintenance expenditure is met by the UGC. The implementation of the revised scales shall be subject to the acceptance of all the conditions mentioned in this letter as well as Regulations to be framed by the UGC in this behalf. Universities implementing this Scheme shall be advised by the UGC to amend their relevant statutes and ordinances in line with the UGC Regulations within three months from the date of issue of this letter.

(ii) This Scheme does not extend to the cadres of Registrar, Finance Officer and Controller of Examinations for which a separate Scheme is being issued separately.

(iii) This Scheme does not extend to the Accompanists, Coaches, Tutors and Demonstrators. Pay and Grade Pay of the said categories of employees shall be fixed in the appropriate Pay Bands relative to their existing Pay in each university/ institution corresponding to such fixation in respect of Central Government employees as approved by the Central Government on the basis of the recommendations of 6th Central Pay Commission.

(iv) This Scheme does not extend to the posts of professionals like System Analysts, Senior Analysts, Research Officers etc. who shall be treated at par with similarly qualified personnel in research/ scientific organizations of the Central Government.

(v) This Scheme may be extended to universities, Colleges and other higher educational institutions coming under the purview of State legislatures, provided State Governments wish to adopt and implement the Scheme subject to the following terms and conditions:

(a) Financial assistance from the Central Government to State Governments opting to revise pay scales of teachers and other equivalent cadre covered under the Scheme shall be limited to the extent of 80% (eighty percent) of the additional expenditure involved in the implementation of the revision.

(b) The State Government opting for revision of pay shall meet the remaining 20% (twenty percent) of the additional expenditure from its own sources.

(c) Financial assistance referred to in sub-clause (a) above shall be provided for the period from 1.01.2006 to 31.03.2010.

(d) The entire liability on account of revision of pay scales etc. of university and college teachers shall be taken over by the State Government opting for revision of pay scales with effect from 1.04.2010.

(e) Financial assistance from the Central Government shall be restricted to revision of pay scales in respect of only those posts which were in existence and had been filled up as on 1.01.2006.

(f) State Governments, taking into consideration other local conditions, may also decide in their discretion, to introduce scales of pay higher than those mentioned in this Scheme, and may give effect to the revised bands/ scales of pay from a date on or after 1.01.2006; however, in such cases, the details of modifications proposed shall be furnished to the Central Government and Central assistance shall be restricted to the Pay Bands as approved by the Central Government and not to any higher scale of pay fixed by the State Government(s).

(g) Payment of Central assistance for implementing this Scheme is also subject to the condition that the entire Scheme of revision of pay scales, together with all the conditions to be laid down by the UGC by way of Regulations and other guidelines shall be implemented by State Governments and Universities and Colleges coming under their jurisdiction as a composite scheme without any modification except in regard to the date of implementation and scales of pay mentioned herein above.

9. Date of implementation of revised pay and allowance and payment of arrears:

(i) The revised Pay and revised rates of Dearness Allowance under this Scheme shall be effective from 1.01.2006. The revised rates of all other applicable allowances such as House Rent Allowance, Transport Allowance, Children Education Allowance etc. and the non-

compounded advance increments shall take effect from 1.09.2008.

(ii) Payment of arrears up to 40% of the total arrears shall be made during the current financial year i.e. 2008-09, after deduction of admissible income tax.

(iii) An undertaking shall be taken from every beneficiary under this Scheme to the effect that any excess payment made on account of incorrect fixation of pay in the revised Pay Bands or grant of inappropriate Pay Band/ Academic Grade Pay or any other excess payment made shall be adjusted against the future payments due or otherwise to the beneficiary in the same manner as provided in this Ministry's O.M. No. F.23-7/2008IFD dated 23.10.2008., read with Ministry of Finance (Department of Expenditure) O.M.No.F.1-1/2008-IC dated 30.8.2008.

10. The revised Pay in the relevant Pay Band and the Academic Grade Pay together with the applicable allowances including arrears of salary as mentioned above shall be paid to all eligible beneficiaries under this Scheme pending issue of Regulations by the UGC.

11. This Scheme is subject to the guidelines issued by the Ministry of Finance (Department of Expenditure) vide OM No. 7-23/2008-E.III dated 30.09.2008.

12. Anomalies, if any, in the implementation of this Scheme may be brought to the notice of the Department of Higher Education, Ministry of Human Resource Development, for clarification/decision of the Central Government.

Yours faithfully,

R. CHAKRAVARTY
Dy. Secy.

APPENDIX II

MINISTRY OF HUMAN RESOURCE DEVELOPMENT (DEPARTMENT OF HIGHER EDUCATION)

New Delhi, the 4th June 2009

To

The Secretary,
University Grants Commission,
Bahadur Shah Zafar Marg,
New Delhi-110002.

(Kind Attn : Dr. R. K. Chauhan, Secretary)

Subject : Scheme of revision of pay of teachers and equivalents cadres in universities and colleges and as also for the posts of Registrar, Deputy Registrar, etc.

Sir,

No. F. 3-1/2009-U.I—I am directed to invite your attention to this Ministry's letter No. 1-32/2006-U.II/U.I (i) and No. 1-32/2006-U.II/U.I (ii), dated the 31st December, 2008 as also your D.O. letter No. F. 1-2/2009 (EC) dated the 27th January, 2009, on the above subject and to forward herewith authenticated Fitment Tables (Table No. 1 to 9) for fixation of pay of the existing incumbents, who were in position as on 1.1.2006, in various categories of posts as indicated the Tables, for appropriate action at your end.

Yours faithfully

R. CHAKRAVARTY
Dy. Secy.

TABLE -1

- I) Incumbent Assistant Professor
(ii) Incumbent Assistant Librarian / College Librarian
(iii) Incumbent Asst. Director of Phy. Edu./ College Director of Physical Education

| Pre-revised scale Rs. 8000-275-13500 (Group A entry) | | Revised Pay Band + AGP Rs. 15600-39100+AGP 6000 | |
|---|------------------------|---|----------------------|
| Pre-revised Basic Pay | Revised Pay | | |
| | Pay in the Pay Band | Academic Grade Pay | Revised Basic Pay |
| 8000 | 15600 | 6000 | 21600 |
| 8275 | 15600 | 6000 | 21600 |
| 8550 | 15910 | 6000 | 21910 |
| 8825 | 16420 | 6000 | 22420 |
| 9100 | 16930 | 6000 | 22930 |
| 9375 | 17440 | 6000 | 23440 |
| 9650 | 17950 | 6000 | 23950 |
| 9925 | 18470 | 6000 | 24470 |
| 10200 | 18980 | 6000 | 24980 |
| 10475 | 19490 | 6000 | 25490 |
| 10750 | 20000 | 6000 | 26000 |
| 11025 | 20510 | 6000 | 26510 |
| 11300 | 21020 | 6000 | 27020 |
| 11575 | 21530 | 6000 | 27530 |
| 11850 | 22050 | 6000 | 28050 |
| 12125 | 22560 | 6000 | 28560 |
| 12400 | 23070 | 6000 | 29070 |
| 12675 | 23580 | 6000 | 29580 |
| 12950 | 24090 | 6000 | 30090 |
| 13225 | 24600 | 6000 | 30600 |
| 13500 | 25110 | 6000 | 31110 |
| 13775 | 25630 | 6000 | 31630 |
| 14050 | 26140 | 6000 | 32140 |
| 14325 | 26650 | 6000 | 32650 |

TABLE -2

- (I) Incumbent Assistant Professor [Formerly Lecturer (Sr. Scale)]
(ii) Incumbent Assistant Librarian (Sr. Scale)/ College Librarian (Sr. Scale)
(iii) Incumbent Asst. Director of Physical Edu. (Sr. Scale)/ College DPE (Sr. Scale)

| Pre-revised scale Rs. 10000-325-15200 | | Revised Pay Band + AGP Rs. 15600-39100+AGP 7000 | |
|--|------------------------|---|----------------------|
| Pre-revised Basic Pay | Revised Pay | | |
| | Pay in the Pay Band | Academic Grade Pay | Revised Basic pay |
| 10000 | 18600 | 7000 | 25600 |
| 10325 | 19210 | 7000 | 26210 |
| 10650 | 19810 | 7000 | 26810 |
| 10975 | 20420 | 7000 | 27420 |
| 11300 | 21020 | 7000 | 28020 |
| 11625 | 21630 | 7000 | 28630 |
| 11950 | 22230 | 7000 | 29230 |
| 12275 | 22840 | 7000 | 29840 |
| 12600 | 23440 | 7000 | 30440 |
| 12925 | 24050 | 7000 | 31050 |
| 13250 | 24650 | 7000 | 31650 |
| 13575 | 25250 | 7000 | 32250 |
| 13900 | 25860 | 7000 | 32860 |
| 14225 | 26460 | 7000 | 33460 |
| 14550 | 27070 | 7000 | 34070 |
| 14875 | 27670 | 7000 | 34670 |
| 15200 | 28280 | 7000 | 35280 |
| 15525 | 28880 | 7000 | 35880 |
| 15850 | 29490 | 7000 | 36490 |
| 16175 | 30090 | 7000 | 37090 |

TABLE -3

- (I) Incumbent Readers and Lecturers (SG) with less than 3 years of Service
(ii) Incumbent Dy. Librarian / Asst. Librarian (SG) College Librarian (SG) with less than 3 years of Service
(iii) Incumbent Dy. DPE / Asst. DPE (SG)/ College DPE (SG) with less than 3 years of Service

| Pre-revised scale Rs. 12000-420-18300 | | Revised Pay Band + AGP Rs. 15600-39100+AGP 8000 | |
|--|------------------------|--|----------------------|
| Pre-revised Basic Pay | Revised Pay | | |
| | Pay in the Pay Band | Academic Grade Pay | Revised Basic pay |
| 12000 | 22320 | 8000 | 30320 |
| 12420 | 23110 | 8000 | 31110 |
| 12840 | 23890 | 8000 | 31890 |
| 13260 | 24670 | 8000 | 32670 |
| 13680 | 25450 | 8000 | 33450 |
| 14100 | 26230 | 8000 | 34230 |
| 14520 | 27010 | 8000 | 35010 |
| 14940 | 27790 | 8000 | 35790 |
| 15360 | 28570 | 8000 | 36570 |
| 15780 | 29360 | 8000 | 37360 |
| 16200 | 30140 | 8000 | 38140 |
| 16620 | 30920 | 8000 | 38920 |
| 17040 | 31700 | 8000 | 39700 |
| 17460 | 32480 | 8000 | 40480 |
| 17880 | 33260 | 8000 | 41260 |
| 18300 | 34040 | 8000 | 42040 |
| 18720 | 34820 | 8000 | 42820 |
| 19140 | 35610 | 8000 | 43610 |
| 19560 | 36390 | 8000 | 44390 |

TABLE - 4

- (I) Incumbent Readers and Lecturers (SG) with 3 years of Service
(ii) Incumbent Dy. Librarian / Asst. Librarian (SG) College Librarian (SG) with 3 years of Service
(iii) Incumbent Dy. DPE / Asst. DPE (SG) / College DPE (SG) with 3 years of Service

| Pre-revised scale Rs. 12000-420-18300 | | Revised Pay Band + AGP Rs. 37400-67000+AGP 9000 | |
|--|------------------------|---|----------------------|
| Pre-revised Basic Pay | Revised Pay | | |
| | Pay in the Pay Band | Academic Grade Pay | Revised Basic pay |
| 13260 | 37400 | 9000 | 46400 |
| 13680 | 37400 | 9000 | 46400 |
| 14100 | 37400 | 9000 | 46400 |
| 14520 | 37400 | 9000 | 46400 |
| 14940 | 38530 | 9000 | 47530 |
| 15360 | 38530 | 9000 | 47530 |
| 15780 | 39690 | 9000 | 48690 |
| 16200 | 39690 | 9000 | 48690 |
| 16620 | 40890 | 9000 | 49890 |
| 17040 | 40890 | 9000 | 49890 |
| 17460 | 42120 | 9000 | 51120 |
| 17880 | 42120 | 9000 | 51120 |
| 18300 | 43390 | 9000 | 52390 |
| 18720 | 43390 | 9000 | 52390 |
| 19140 | 44700 | 9000 | 53700 |
| 19560 | 44700 | 9000 | 53700 |

TABLE -5

- (i) Incumbent Professor in Colleges and Universities
(ii) Incumbent Principals of PG Colleges
(iii) Incumbent Librarian (University)
iv) Incumbent Director of Physical Edu. (University)

| Pre-revised scale Rs. 16400-450-20900-500-22400 (S27 and S29) | | Revised Pay Band + AGP Rs. 37400-67000+AGP 10000 | |
|---|------------------------|--|----------------------|
| Pre-revised Basic Pay | Revised Pay | | |
| | Pay in the Pay Band | Academic Grade Pay | Revised Basic pay |
| 16400 | 40890 | 10000 | 50890 |
| 16850 | 40890 | 10000 | 50890 |
| 17300 | 42120 | 10000 | 52120 |
| 17750 | 42120 | 10000 | 52120 |
| 18200 | 43390 | 10000 | 53390 |
| 18650 | 43390 | 10000 | 53390 |
| 19100 | 44700 | 10000 | 54700 |
| 19550 | 44700 | 10000 | 54700 |
| 20000 | 46050 | 10000 | 56050 |
| 20450 | 46050 | 10000 | 56050 |
| 20900 | 47440 | 10000 | 57440 |
| 21400 | 47440 | 10000 | 57440 |
| 21900 | 48870 | 10000 | 58870 |
| 22400 | 48870 | 10000 | 58870 |
| 22900 | 50340 | 10000 | 60340 |
| 23400 | 50340 | 10000 | 60340 |
| 23900 | 51860 | 10000 | 61860 |

TABLE -6

Incumbent Principals of UG Colleges

| Pre-revised scale Rs. 12000-420-18300 (minimum to be fixed at Rs. 12840) | | Revised Pay Band + AGP Rs. 37400-67000 + AGP 10000 | |
|--|---------------------|--|-------------------|
| Pre-revised Basic Pay | Revised Pay | | |
| | Pay in the Pay Band | Grade Pay | Revised Basic pay |
| 12840 | 37400 | 10000 | 47400 |
| 13260 | 37400 | 10000 | 47400 |
| 13680 | 37400 | 10000 | 47400 |
| 14100 | 37400 | 10000 | 47400 |
| 14520 | 37400 | 10000 | 47400 |
| 14940 | 38530 | 10000 | 48530 |
| 15360 | 38530 | 10000 | 48530 |
| 15780 | 39690 | 10000 | 49690 |
| 16200 | 39690 | 10000 | 49690 |
| 16620 | 40890 | 10000 | 50890 |
| 17040 | 40890 | 10000 | 50890 |
| 17460 | 42120 | 10000 | 52120 |
| 17880 | 42120 | 10000 | 52120 |
| 18300 | 43390 | 10000 | 53390 |
| 18720 | 43390 | 10000 | 53390 |
| 19140 | 44700 | 10000 | 54700 |
| 19560 | 44700 | 10000 | 54700 |

TABLE - 7

Incumbent Registrars in Universities and Deemed to be Universities fully funded by the Central Government

| Pre-revised scale Rs. 16400 - 450 -20900 -500 -22400 (S27 and S29) | | Revised Pay Band + GP Rs. 37400-67000 + GP 10000 | |
|--|---------------------|--|-------------------|
| Pre-revised Basic Pay | Revised Pay | | |
| | Pay in the Pay Band | Grade Pay | Revised Basic pay |
| 16400 | 40890 | 10000 | 50890 |
| 16850 | 40890 | 10000 | 50890 |
| 17300 | 42120 | 10000 | 52120 |
| 17750 | 42120 | 10000 | 52120 |
| 18200 | 43390 | 10000 | 53390 |
| 18650 | 43390 | 10000 | 53390 |
| 19100 | 44700 | 10000 | 54700 |
| 19550 | 44700 | 10000 | 54700 |
| 20000 | 46050 | 10000 | 56050 |
| 20450 | 46050 | 10000 | 56050 |
| 20900 | 47440 | 10000 | 57440 |
| 21400 | 47440 | 10000 | 57440 |
| 21900 | 48870 | 10000 | 58870 |
| 22400 | 48870 | 10000 | 58870 |
| 22900 | 50340 | 10000 | 60340 |
| 23400 | 50340 | 10000 | 60340 |
| 23900 | 51860 | 10000 | 61860 |

TABLE - 8

(i) Incumbent Dy. Registrar / Dy. Finance Officer/ Dy. Controller of Examination with less than 5 years of Services Universities and Deemed to be Universities fully funded by the Central Government

| Pre-revised scale Rs. 12000-420-18300 | | Revised Pay Band + GP Rs. 15600 - 39100 + GP 7600 | |
|--|---------------------|---|-------------------|
| Pre-revised Basic Pay | Revised Pay | | |
| | Pay in the Pay Band | Grade Pay | Revised Basic pay |
| 12000 | 22320 | 7600 | 29920 |
| 12420 | 23110 | 7600 | 30710 |
| 12840 | 23890 | 7600 | 31490 |
| 13260 | 24670 | 7600 | 32270 |
| 13680 | 25450 | 7600 | 33050 |
| 14100 | 26230 | 7600 | 33830 |
| 14520 | 27010 | 7600 | 34610 |
| 14940 | 27790 | 7600 | 35390 |
| 15360 | 28570 | 7600 | 36170 |
| 15780 | 29360 | 7600 | 36960 |
| 16200 | 30140 | 7600 | 37740 |
| 16620 | 30920 | 7600 | 38520 |
| 17040 | 31700 | 7600 | 39300 |
| 17460 | 32480 | 7600 | 40080 |
| 17880 | 33260 | 7600 | 40860 |
| 18300 | 34040 | 7600 | 41640 |
| 18720 | 34820 | 7600 | 42420 |
| 19140 | 35610 | 7600 | 43210 |
| 19560 | 36390 | 7600 | 43990 |

TABLE - 9

(i) Incumbent Dy. Registrar / Dy. Finance Officer/ Dy. Controller of Examination with 5 years of Service in Universities and Deemed to be Universities fully funded by the Central Government

| Pre-revised scale Rs. 12000-420-18300 | | Revised Pay Band + GP Rs. 37400 - 67000 + GP 8700 | |
|--|------------------------|--|----------------------|
| Pre-revised Basic Pay | Revised Pay | | |
| | Pay in the Pay Band | Grade Pay | Revised Basic pay |
| 14100 | 37400 | 8700 | 46100 |
| 14520 | 37400 | 8700 | 46100 |
| 14940 | 38530 | 8700 | 47230 |
| 15360 | 38530 | 8700 | 47230 |
| 15780 | 39690 | 8700 | 48390 |
| 16200 | 39690 | 8700 | 48390 |
| 16620 | 40890 | 8700 | 49590 |
| 17040 | 40890 | 8700 | 49590 |
| 17460 | 42120 | 8700 | 50820 |
| 17880 | 42120 | 8700 | 50820 |
| 18300 | 43390 | 8700 | 52090 |
| 18720 | 43390 | 8700 | 52090 |
| 19140 | 44700 | 8700 | 53400 |
| 19560 | 44700 | 8700 | 53400 |

APPENDIX – III TABLE – I

**PROPOSED SCORES FOR ACADEMIC PERFORMANCE INDICATORS (APIs) IN RECRUITMENTS AND
CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF UNIVERSITY / COLLEGE TEACHERS.**

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; (b) domain knowledge; (c) participation in examination and evaluation; (d) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is 75. The self-assessment score should be based on objectively verifiable criteria wherever possible and will be finalized by the screening/selection committee.

Universities will be required to detail the activities and in case institutional specificities require, adjust the weightages, without changing the minimum total API scores required under this category.

| S. No. | Nature of Activity | Maximum Score |
|--------|---|---------------|
| 1 | Lectures, seminars, tutorials, practicals, contact hours undertaken taken as percentage of lectures allocated ^a | 50 |
| 2 | Lectures or other teaching duties in excess of the UGC norms | 10 |
| 3 | Preparation and Imparting of knowledge / instruction as per curriculum; syllabus enrichment by providing additional resources to students | 20 |
| 4 | Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement etc. | 20 |
| 5 | Examination duties (Invigilation; question paper setting, evaluation/assessment of answer scripts) as per allotment. | 25 |
| | Total Score | 125 |
| | Minimum API Score Required | 75 |

Note: ^a Lectures and tutorials allocation to add up to the UGC norm for particular category of teacher. University may prescribe minimum cut-off (net of due leave), say 80 %, for 1 and 5 above, below which no scores may be assigned in these sub-categories.

CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

Brief Explanation: Based on the teacher's self-assessment, category II API scores are proposed for co-curricular and extension activities, and Professional development related contributions. The minimum API required by teachers for eligibility for promotion is 15. A list of items and proposed scores is given below. It will be noticed that all teachers can earn scores from a number of items, whereas some activities will be carried out only by one or a few teachers. The list of activities is broad enough for the minimum API score required (15) in this category to accrue to all teachers. As before, the self-assessment score should be based on objectively verifiable criteria and will be finalized by the screening/selection committee.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages, without changing the minimum total API scores required under this category.

| S. No. | Nature of Activity | Maximum Score |
|--------|--|---------------|
| 1 | Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling) | 20 |
| 2 | Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. | 15 |
| 3 | Professional Development activities (such as participation in seminars, conferences, short term, training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below) | 15 |
| | Minimum API Score Required | 15 |

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from this category is different for different levels of promotion and between university and colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.

| S No. | APIs | Engineering/Agriculture/ Veterinary Science/Sciences/Medical Sciences | Faculties of Languages Arts/Humanities/Social Sciences/Library/ Physical education/Management | Max. points for University and college teacher position |
|--------------|---|--|---|--|
| III A | Research Papers published in | Refereed Journals * | Refereed Journals* | 15 / publication |
| | | Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers | Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers. | 10 / Publication |
| | | Conference proceedings as full papers, etc. (Abstracts not to be included) | Conference proceedings as full papers, etc. (Abstracts not to be included) | 10/ publication |
| III (B) | Research Publications (books, chapters in books, other than refereed journal articles) | Text or Reference Books Published by International Publishers with an established peer review system | Text or Reference Books Published by International Publishers with an established peer review system | 50 /sole author; 10 /chapter in an edited book |
| | | Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers. | Subject Books by / national level publishers/State and Central Govt. Publications with ISBN/ISSN numbers. | 25 /sole author, and 5/ chapter in edited books |
| | | Subject Books by Other local publishers with ISBN/ISSN numbers. | Subject Books by Other local publishers with ISBN/ISSN numbers. | 15 / sole author, and 3 / chapter in edited books |
| | | Chapters contributed to edited knowledge based volumes published by International Publishers | Chapters contributed to edited knowledge based volumes published by International Publishers | 10 /Chapter |
| | | Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories | Chapters in knowledge based volumes in Indian/National level publishers with ISBN /ISSN numbers and with numbers of national and international directories | 5 / Chapter |
| III (C) | RESEARCH PROJECTS | | | |
| III (C) (i) | Sponsored Projects carried out/ ongoing | (a) Major Projects amount mobilized with grants above 30.0 lakhs | Major Projects amount mobilized with grants above 5.0 lakhs | 20 /each Project |
| | | (b) Major Projects amount mobilized with grants above 5.0 lakhs up to 30.00 lakhs | Major Projects Amount mobilized with minimum of Rs. 3.00 lakhs up to Rs. 5.00 lakhs | 15 /each Project |
| | | (c) Minor Projects (Amount mobilized with grants above Rs. 50,000 up to Rs. 5 lakh) | Minor Projects (Amount mobilized with grants above Rs. 25,000 up to Rs. 3 lakh) | 10/each Project |
| III (C) (ii) | Consultancy Projects | Amount mob lized with | Amount mobilized with | 10 per every |

| | | | | |
|---------------|---|--|--|--|
| | carried out / ongoing | minimum of Rs. 10.00 lakh | minimum of Rs. 2.0 lakhs | Rs. 10.0 lakhs and Rs. 2.0 lakhs, respectively |
| III (C) (iii) | Completed projects : Quality Evaluation | Completed project Report (Acceptance from funding agency) | Completed project report (Accepted by funding agency) | 20 /each major project and 10 / each minor project |
| III (C) (iv) | Projects Outcome / Outputs | Patent/Technology transfer/ Product/Process | Major Policy document of Govt. Bodies at Central and State level | 30 / each national level output or patent /50 /each for International level, |
| III (D) | RESEARCH GUIDANCE | | | |
| III (D) (i) | M.Phil. | Degree awarded only | Degree awarded only | 3 /each candidate |
| III (D) (ii) | Ph.D | Degree awarded | Degree awarded | 10 /each candidate |
| | | Thesis submitted | Thesis submitted | 7 /each candidate |
| III(E) | TRAINING COURSES AND CONFERENCE /SEMINAR/WORKSHOP PAPERS | | | |
| III(E) (i) | Refresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points) | (a) Not less than two weeks duration | (a) Not less than two weeks duration | 20/each |
| | | (b) One week duration | (b) One week duration | 10/each |
| III(E) (ii) | Papers in Conferences/ Seminars/ workshops etc.** | Participation and Presentation of research papers (oral/poster) in | Participation and Presentation of research papers (oral/poster) in | |
| | | a) International conference | a) International conference | 10 each |
| | | b) National | b) National | 7.5 / each |
| | | c) Regional/State level | c) Regional/State level | 5 /each |
| | | d) Local –University/College level | d) Local –University/College level | 3 / each |
| III(E) (iv) | Invited lectures or presentations for conferences / symposia | (a) International | (a) International | 10 /each |
| | | (b) National level | (b) National level | 5 |

*Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.

** If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e)(ii)).

Notes.

1. It is incumbent on the Coordination Committee proposed in these Regulations and the University to prepare and publicize within six months subject-wise lists of journals, periodicals and publishers under categories IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.
2. The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

APPENDIX – III TABLE – II (A)
MINIMUM APIS AS PROVIDED IN APPENDIX – III TABLE I TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER
ADVANCEMENT SCHEME (CAS) IN UNIVERSITY DEPARTMENTS, AND WEIGHTAGES FOR EXPERT ASSESSMENT

| | | Assistant Professor/ equivalent cadres: (Stage 1 to Stage 2) | Assistant Professor/ equivalent cadres: (Stage 2 to Stage 3) | Assistant Professor (Stage 3) to Associate Professor/ equivalent cadres (Stage 4) | Associate Professor (Stage 4) to Professor/ equivalent cadres (Stage 5) | Professor (Stage 5) to Professor (Stage 6) |
|-----|--|--|--|--|--|---|
| I | Teaching-learning, Evaluation Related Activities (category I) | 75/Year | 75/year | 75/year | 75/year | 75/year |
| II | Co-curricular, Extension and Profession related activities (Category II) | 15/Year | 15/Year | 15/Year | 15/Year | 15/Year |
| III | Minimum total average annual Score under Categories I and II* | 100/Year | 100/Year | 100/Year | 100/Year | 100/Year |
| IV | Research and Academic Contribution (Category III) – | 10/Year (40/assessment period) | 20/Year (100/assessment Period) | 30/Year (90/assessment period) | 40/Year (120/assessment period) | 50/Year (500/assessment period) |
| | Expert Assessment System | Screening Committee | Screening Committee | Selection Committee | Selection Committee | Expert Committee |
| V | Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50) | No separate points. Screening committee to verify API scores | No separate points. Screening committee to verify API scores | 30% - Contribution to Research 50% - Assessment of domain knowledge and teaching practices. 20 % - Interview performance | 50% - Contribution to Research. 30 % - Assessment of domain knowledge and teaching practices. 20 % - Interview performance | 50% - research. 50 % - Performance evaluation and other credential by referral procedure |

* Teachers may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: For universities for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4, 5 and 6 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively.

APPENDIX – III TABLE – II (B)

MINIMUM POINT NORMS OF THE APIS AS PROVIDED IN TABLE I AND WEIGHTAGES FOR EXPERT ASSESSMENT TO BE APPLIED FOR THE PROMOTION OF TEACHERS, IN COLLEGES (UG AND PG) UNDER CAREER ADVANCEMENT SCHEME (CAS)

| | | Assistant Professor/ equivalent cadres Stage 1 to Stage 2: | Assistant Professor/ equivalent cadres: Stage 2 to Stage 3 | Assistant Professor (Stage 3) to Associate Professor/ equivalent cadre (Stage 4) | Associate Professor to Professor Promotion in Colleges (Stage 5) as per assigned posts |
|-----|--|--|---|--|---|
| I | Teaching-learning, Evaluation Related Activities (Category – I) | 75/Year | 75/Year | 75/year | 75/year |
| II | Co-curricular, Extension and Profession related activities (Category – II) | 15/Year | 15/Year | 15/Year | 15/Year |
| III | Minimum total average annual Score under Categories I and II* | 100/Year | 100/Year | 100/Year | 100/Year |
| IV | Research and Academic Contribution (Category III) | 5/Year (20/assessment period) | 10/Year (50/assessment period) | 15/Year (45/assessment period) | 20/Year (60/assessment period) |
| | Expert Assessment System | Screening Committee | Screening Committee | Selection Committee | Selection Committee |
| V | Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50) | No separate points. Screening committee to verify API scores | No separate points. Screening committee to verify API scores | 20% - Contribution to Research 60% - Assessment of domain knowledge and teaching practices. 20 % - Interview performance | 30% - Contribution to Research. 50% - Assessment of domain knowledge and teaching practices. 20 % - Interview performance |

* Teachers may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: For universities for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4 and 5 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000 and 10000 respectively

Explanatory note for Tables II (a) and II (b)

1. All universities / colleges will set up verifiable systems for the API related information required in these tables within THREE months of notification of these regulations. They will have to be documented and collated annually by the Internal Quality Assessment cells (IQACs) of the universities / colleges for follow up by the universities / college authorities. In order to facilitate this process, all teachers shall submit the duly filled-in Performance Based Appraisal System (PBAS) proforma to the IQAC annually.
2. However, in order to remedy the difficulties of collecting retrospective information and to facilitate the implementation of these regulations from 31-12-2008 in the CAS Promotion, the API based PBAS will be progressively and prospectively rolled out.
3. Accordingly, the PBAS based on the API scores of categories I and II as mentioned in these tables is to be implemented for one year, initially based on the existing systems in universities / colleges for one year only with the minimum average scores as depicted in Table II (a) and II (b) in rows I to III. This annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is considered for CAS promotion in 2010, one year API scores for 2009-10 alone will be required for assessment. In case of a teacher being considered for CAS promotion in 2011, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period.
4. As shown in Table II, the aggregate minimum API score required (given in row III) can be earned from any of the two broad categories, subject to the minimum prescribed in each category. This will provide for due weightage to teachers who contribute additionally through any of the components given in Categories I and II also for the differing nature of contributions possible in different institutional settings.
5. For Category III (research and academic contributions), maintenance of past record is done on a normal basis by teachers and hence no difficulty is envisaged in applying the API scores for this category for the entire assessment period. In this category, an aggregate minimum score is required for promotion over each stage. Alternatively, a teacher should acquire the required minimum aggregate score over two previous stages, taken together. In the case of promotion to Professor, the publication requirement shall be met over the two previous stages.
6. Candidates should offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in Tables I and II, by submitting an application and the required proforma. They can do so three months before the due date if they consider themselves eligible. Candidates who do not consider themselves eligible, can also apply at a later date.
7. If however, on final assessment, candidates do not either fulfill the minimum criteria under Rows III and IV of Tables II(A) and II (B) or obtain less than 50% in the expert assessment, they will be reassessed only after a minimum period of one year.
8. (a) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be deemed to be the minimum period of eligibility.
(b) If however, the candidate finds that she / he fulfills the eligibility conditions at a late date and applies on that date and is successful, her / his promotion will be deemed to be from that date of application
(c) If the candidate does not succeed in the first assessment, but succeeds in an eventual assessment, her / his promotion will be deemed to be from the later date.

APPENDIX – III TABLE – II(c)

Minimum Scores for APIs for direct recruitment of teachers in university departments/Colleges, Librarian/Physical Education cadres in Universities/Colleges, and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

| | Assistant Professor/ equivalent cadres (Stage 1) | Associate Professor/ equivalent cadres (Stage 4) | Professor/equivalent cadres (Stage 5) |
|---|--|---|--|
| Minimum API Scores | Minimum Qualification as stipulated in these regulations | Consolidated API score requirement of 300 points from category III of APIs | Consolidated API score requirement of 400 points from category III of APIs |
| Selection Committee criteria / weightages (Total Weightages = 100) | a) Academic Record and Research Performance (50%) b) Assessment of Domain Knowledge and Teaching Skills (30%) c) Interview performance (20%) | a) Academic Background (20%) b) Research performance based on API score and quality of publications (40%). c) Assessment of Domain Knowledge and Teaching Skills (20%) d) Interview performance: (20%) | e) Academic Background (20%) f) Research performance based on API score and quality of publications (40%). g) Assessment of Domain Knowledge and Teaching Skills (20%) Interview performance: (20%) |

Note: For universities/colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 4 and 5 correspond to scales with AGP of Rs. 6000, 9000 and 10000 respectively

APPENDIX-III - TABLE: III
MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS
IN UNIVERSITIES AND COLLEGES

| S. No. | Promotion of Teachers through CAS | Service requirement | Minimum Academic Performance Requirements and Screening/Selection Criteria |
|--------|---|--|---|
| 1 | Assistant Professor/ equivalent cadres from Stage 1 to Stage 2 | Assistant Professor in Stage 1 and completed four years of service with Ph.D. or five years of service who are with M.Phil/PG Degree in Professional Courses such as LLM, M.Tech, M.V.Sc., M.D., or six years of service who are without Ph.D/M.Phil/PG Degree in Professional Courses | <ul style="list-style-type: none"> (i) Minimum API scores using PBAS scoring proforma developed by the concerned university as per the norms provided in Table II(A)/II(B) of Appendix III. (ii) One Orientation and one Refresher/Research Methodology Course of 2/3 weeks duration. (iii) Screening cum Verification process for recommending promotion. |
| 2. | Assistant Professor/ equivalent cadres from Stage 2 to Stage 3 | Assistant Professor with completed service of five years in Stage 2. | <ul style="list-style-type: none"> (i) Minimum API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table II(A)/II(B) of Appendix III (ii) One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2/3 week duration. (iii) Screening cum Verification process for recommending promotion. |

| | | | |
|----|--|--|--|
| 3. | Assistant Professor (Stage 3) to Associate Professor (Stage 4) | Assistant Professors with three years of completed service in Stage 3. | <p>I. Minimum API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table II(A)/II(B) of Appendix III.</p> <p>II. At least three publications in the entire period as Assistant Professor (twelve years). However, in the case of College teachers, an exemption of one publication will be given to M. Phil. holders and an exemption of two publications will be given to Ph. D. holders..</p> <p>III. One course / programme from among the categories of methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of minimum one week duration.</p> <p>IV. A selection committee process as stipulated in this regulation and in Tables II(A) and II(B) of Appendix III.</p> |
| 4. | Associate Professor (Stage 4) Professor/ equivalent cadres (Stage 5) | Associate Professor with three years of completed service in Stage 4. | <p>(i) Minimum yearly /cumulative API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table II(A)/II(B) of Appendix III. Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required.</p> <p>(ii) A minimum of five publications since the period that the teacher is placed in Stage 3.</p> <p>(iii) A selection committee process as stipulated in this regulation and in Tables II(A) and II(B) of Appendix III.</p> |
| 5. | Professor (Stage 5) to Professor (Stage 6) | Professor with ten years of completed service (universities only) | <p>(i) Minimum yearly /cumulative API scores for the assessment period as per the norms provided in Table II(A) of Appendix III</p> <p>(ii) Additional credentials are to be evidenced by: (a) post-doctoral research outputs of high standard; (b) awards / honours / recognitions / patents and IPR on products and processes developed / technology transfer achieved; and (c) Additional research degrees like D.Sc., D.Litt., LL.B., etc.,</p> <p>(iii) A review process by an Expert Committee as stipulated in this regulation and in Tables II(A) and II(b) of Appendix III.</p> |

* For teachers seeking promotion under CAS to Associate Professor, for those who on the date of this notification are Assistant Professors in Stage 2, the requirement of publications may be adjusted pro rata. For all others who enter Stage 2, subsequent to this notification, the requirement of three publications, as defined in these regulations, will be applicable.

Note: For universities/colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4, 5 and 6 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively

APPENDIX – III: TABLE – IV

ACADEMIC PERFORMANCE INDICATORS (APIs) AND PROPOSED SCORES DEVELOPED BY THE UGC FOR ADOPTION OF PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF UNIVERSITY / DIRECTOR/ DEPUTY DIRECTOR/ ASSISTANT DIRECTOR OF PHYSICAL EDUCATION/ COLLEGE DIRECTOR OF PHYSICAL EDUCATION

CATEGORY I: TEACHING, TRAINING, COACHING, SPORTS PERSON DEVELOPMENT AND SPORTS MANAGEMENT ACTIVITIES

| S. No. | Nature of Activity | Maximum Score |
|--------------------|--|---------------|
| CATEGORY -I | | |
| 1 | <p>Management of Physical Education and Sports Programme for students (Planning, executing and evaluating the policies in Physical Education and Sports) (20 Points)</p> <p>Lecture cum practice based athlete / sports classes, seminars undertaken as percentage of allotted hours (20 Points)</p> | 40 |
| 2 | Extending services, sports facilities and training on holidays to the institutions and organisations | 10 |
| 3 | <p>Organizing and conducting sports and games competitions at the International /National/ State/ Inter University/Inter Zonal Levels (25 Points)</p> <p>Organizing and conducting coaching camps / sports person development / training programmes (15 Points)</p> | 40 |
| 4 | <p>Up gradation of scientific and technological knowledge in Physical Education and Sports (5 Points)</p> <p>Identifying sports talents and Mentoring sports excellence among students (10 Points)</p> | 20 |
| 5 | Development and maintenance of play fields, purchase and maintenance of the other sports facilities | 15 |
| | Total Score | 125 |
| | Minimum API Score Required | 75 |

CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

| S. No. | Nature of Activity | Maximum Score |
|--------|--|---------------|
| 1 | Student related co-curricular, extension and field based activities (such Cultural exchange and Sports Programmes (Various level of extramurals and intramural programmes); extension work through NSS/NCC and other channels, | 20 |
| 2 | Contribution to Corporate life and management of the sports units and institution through participation in sports and administrative committees and responsibilities. | 15 |
| 3 | Professional Development activities (such as participation in seminars, conferences, short term, training courses, camps and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below) | 15 |
| | Minimum API Score Required | 15 |

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

| S.No. | APIs | Faculties of Physical education | Max. points for University and college teacher position |
|--------|--|---|---|
| III(a) | Research Publication (Journals) | Refereed Journals* | 15/ Publication |
| | | Non-referred but recognized and reputable journals and periodicals, having ISBN/ISSN numbers. | 10 / Publication |
| | | Full papers in Conference proceedings, etc.* (Abstracts not to be included) | 10 / publication |
| III(b) | Research Publications (books, chapters in books, other than refereed journal articles) | Text or Reference Books Published by International Publishers ** | 50 /sole author 10 / chapter in an edited book |
| | | Text or Reference Books Published by National/ Central/ State Government/ Societies ** | 25/sole author, 5/chapter in edited books |
| | | Subject Books by Other local publishers with ISBN/ISSN numbers ** | 15/ sole author, 3/ chapter in edited books |

| | | |
|--|---|-------------|
| | Chapters in knowledge based volumes in Indian/National level publishers with ISBN /ISSN numbers and with numbers of national and international directories ** | 5 / Chapter |
|--|---|-------------|

*For Joint Research papers, the First/Principal author will share 60%, while the rest joint authors will share the 40% of API scores

** Scores (50/25/10/03 whatever the case may be) to be shared equally by all authors

| | | | |
|----------------|---|--|--|
| III(C) | RESEARCH PROJECT | | |
| III (C) (i) | Sponsored Projects carried out/ ongoing | Major Projects/Events amount mobilized with grants above 5.0 lakhs | 20 each Project |
| | | Major Projects /Events Amount mobilized with minimum of Rs. 4.00 lakhs up to Rs. 5.00 lakhs | 15 each major project |
| | | Minor projects from central / state funding agencies with grants below 4.00 lakhs | 10 each minor Project |
| III (C) (ii) | Consultancy Projects carried out / ongoing | Amount mobilized with minimum of Rs.1.0 lakh | 10 per every Rs.5.0 lakhs 2 per every Rs.1.0 lakhs |
| III (C) (iii) | Completed projects : Quality Evaluation | Completed project report (Accepted by funding agency) | 20 /each major project and 10 / each minor project |
| III (C) (iv) | Projects Outcome / Outputs | Policy document of Govt. Bodies at Central and State level | 30 / each output or outcome for National patents etc/50 /each for International patents. |
| III (D) | RESEARCH GUIDANCE | | |
| III (D)(i) | M.Phil. | Degree awarded only | 3 /each candidate |
| III (D) (ii) | Ph.D | Degree awarded | 10 /each candidate |
| | | Thesis submitted | 7 /each candidate |
| III(E) | TRAINING COURSES AND CONFERENCE /SEMINAR/WORKSHOP PAPERS | | |
| III(E)(i) | Research Methodology/ Training/ Coaching | Research methodology / Training/ Coaching programme (not less than three weeks)/workshops of not less than one week. | 20 |

| | | | |
|----------------|--|--|------------|
| | Workshops | | |
| III(E)(ii) | Papers in Conferences/ Seminars/ workshops etc | Participation and Presentation of research papers (oral/poster) in: | |
| | | a) International conference | 10 / each |
| | | b) National | 7.5 / each |
| | | c) Regional/State level | 5 /each |
| | | d) Local – University/College level | 3 / each |
| III(E) (iv) | Invitations for conferences/seminars/ workshops/ symposia to deliver lectures/chair sessions | (a) International | 10 /each |
| | | (b) National | 7.5 /each |
| | | (c) State level/Regional | 5 /each |
| | | (d) University/College level Endowment lectures | 5 /each |

APPENDIX – III TABLE – V (a)

MINIMUM NORMS OF APIS AS PROVIDED IN APPENDIX – III TABLE: IV TO BE APPLIED FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF UNIVERSITY DIRECTOR / DEPUTY DIRECTOR / ASSISTANT DIRECTOR OF PHYSICAL EDUCATION, AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES.

| | | Assistant Director of Physical Education (Stage 1 to Stage 2 (Senior Scale)) | Assistant Director of Physical Education (Senior Scale) (Stage 2) to Deputy Director of Physical Education / Assistant Director Physical Education (Selection Grade) (Stage 3) | Deputy Director Physical Education / Assistant Director Physical Education (Selection Grade), Stage 3 to Stage 4 | Deputy Director Physical Education / Assistant Director Physical Education (Selection Grade), (Stage 4) to Director of Physical Education (Stage 5) (university only) |
|-----|---|--|--|--|---|
| I | Teaching, training coaching, sports person development and sports management activities (Category – I) | 75/Year | 75/Year | 75/year | 75/year |
| II | Extension and Profession related activities (Category II) | 15/Year | 15/Year | 15/Year | 15/Year |
| III | Minimum total average API annual score under Categories I and II* | 100/Year | 100/Year | 100/Year | 100/Year |
| IV | Research and Academic Contributions (Category III) – Minimum Annual score required – to be assessed cumulatively | 10/Year (40/assessment period) | 20/Year (100/assessment Period) | 30/Year (90/assessment period) | 40/Year (120/assessment period) |
| | Expert Assessment System | Screening Committee | Screening Committee | Selection Committee | Selection Committee |
| V | Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50) | No separate points. Screening committee to verify API scores | No separate points. Screening committee to verify API scores | 30% - Research evaluation 50% - Assessment of domain knowledge and skills in sports 20 % - Interview performance | 50% - Research evaluation. 30 % - Assessment of domain knowledge contribution and organisation track record with vision plan. 20 % - Interview performance |

* Candidates may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II

Note: For universities for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4 and 5 correspond to scales as provided, and AGP of Rs. 6000, 7000, 8000, 9000 and 10000 respectively

APPENDIX – III TABLE – V (b)

MINIMUM APIS AS PROVIDED IN APPENDIX – III TABLE: IV TO BE APPLIED FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF COLLEGE DIRECTOR OF PHYSICAL EDUCATION (SENIOR SCALE) / COLLEGE DIRECTOR OF PHYSICAL EDUCATION (SELECTION GRADE), AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES.

| S. No | Categories of Criteria | Minimum Average, yearly or cumulative, API score required during the assessment period of each level as evaluated under the Performance Based Appraisal System (PBAS) with weightages for Expert Assessment | | |
|-------|---|---|--|---|
| | | College Director of Physical Education to College Director of Physical Education (Senior Scale) (Stage 1 to Stage 2) | College Director of Physical Education Senior Scale to Selection Grade (Stage 2 to Stage 3). | College Director of Physical Education (Selection Grade) (Stage 3 to Stage 4). |
| I | Teaching-learning, Evaluation Related Activities (Category – I) | 75/Year | 75/Year | 75/year |
| II | Co-curricular, Extension and Profession related activities (Category – II) | 15/Year | 15/Year | 15/Year |
| III | Minimum total average annual Score under Categories I and II* | 100/Year | 100/Year | 100/Year |
| IV | Research and Academic Contribution (Category III) – Minimum Annual Score Required- to assessed cumulatively | 5/Year (20/assessment period) | 10/Year (50/assessment period) | 15/Year (45/assessment period) |
| | Expert Assessment System | Screening Committee | Screening Committee | Selection Committee |
| V | Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50) | No separate points. Screening committee to verify API scores | No separate points. Screening committee to verify API scores | 30% - Research evaluation 50% - Assessment of domain knowledge and skills in sports. 20 % - Interview performance |

* Teachers may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: For colleges in which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3 and 4 correspond to scales as provided, and AGP of Rs. 6000, 7000, 8000 and 9000 respectively

APPENDIX – III TABLE – V(c)

MINIMUM APIS AND OTHER NORMS FOR THE DIRECT RECRUITMENT OF PHYSICAL EDUCATION PERSONNEL IN UNIVERSITY DEPARTMENTS/COLLEGES

(TO BE CONSIDERED ALONG WITH OTHER SPECIFIED ELIGIBILITY QUALIFICATIONS STIPULATED IN THIS UGC REGULATION)

| S. No. of category | Minimum Norm / Criteria | Assistant Director of Physical Education/College Director of Physical Education (Entry Stage – Stage 1) | Deputy Director of Physical Education in university (Stage 4) | Director of Physical Education in university (Stage 5) |
|--------------------|---|--|--|---|
| I | API score (Research and Academic Contribution – Category III) | --- | Consolidated API score requirement of 300 points | Consolidated API score requirement of 400 points |
| II | Selection Committee criteria/weightages (Total weightage = 100) | d) Track Record of championship won (30%) e) Sports and athletic skills (40%) f) Interview performance (30%) | h) Research papers (3 nos) evaluation: (40%) i) Organisational skills / Plans of sports: (30%) j) Interview performance: (30%) | a) Research papers (5 nos) evaluation: (50%) b) Organisational track vision plan: (25%) c) Interview performance: (25%) |

Note: For universities/colleges in which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 4 and 5 correspond to scales as provided, and AGP of Rs. 6000, 9000 and 10000 respectively

APPENDIX-III. TABLE: VI

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF PHYSICAL EDUCATION CADRES IN UNIVERSITIES AND COLLEGES

| S. No. | Promotion of Physical Education Cadres through CAS | Service (as prescribed by the MHRD Notification) requirement | Minimum Academic Performance Requirements and Screening/Selection Criteria |
|--------|---|---|--|
| 1 | Assistant DPE/ College DPE to Assistant DPE (Senior Scale) / College DPE (Senior Scale) (Stage 1 to Stage 2) | Assistant DPE / College DPE completed four years of service in Stage 1 with Ph.D. <u>or</u> five years of service who are with M.Phil. <u>or</u> six years of service who are without Ph.D/M.Phil | (iv) Minimum API scores using PBAS scoring proforma developed by the concerned university as per the norms provided in Table V(a) of Appendix III for university DPEs cadres in Universities and in Table V(b) of Appendix III for cadres in Colleges. (v) One Orientation and one Refresher Course of 3/4 weeks duration. (vi) No separate interview points for the Screening cum Evaluation process of recommending promotion. |
| 2. | Assistant DPE (senior scale) / College DPE (senior scale) to Deputy DPE / Assistant DPE (selection grade) / College DPE(selection grade) (Stage 2 to Stage 3) | Assistant DPE (senior scale) College DPE (senior scale) with completed service of five years in Stage 2 | (iv) Minimum API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table V(a) of Appendix III for university DPEs cadres in Universities and in Table V(b) of Appendix III for DPEs cadres in Colleges. (v) Additionally, two refresher courses of 3-4 weeks duration to have been undergone during the assessment period. (vi) No separate interview points for the Screening cum Evaluation process of recommending promotion. |
| 3. | Deputy DPE / Assistant DPE (Selection Grade) / College DPE (Selection Grade) to Deputy DPE/ Assistant DPE (Selection Grade) / College DPE (Selection Grade) (Stage 3 to Stage 4). | Deputy DPE / Assistant DPE (Selection Grade) / College DPE (Selection Grade) with three years of completed service in Stage 3. | (i) Minimum API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table V(a) of Appendix III for university DPEs cadres in Universities and in Table V(b) of Appendix III for cadres in Colleges. (ii) Minimum three publications over twelve years. For promotion in Colleges an exemption of one publication for M. Phil. holders and exemption of two publications for Ph. D. holders. (iii) Evidence of having produced teams / athletes. (iv) A selection committee process as stipulated in this regulation and in Table V(a) of Appendix III for the university DPE cadres in universities and in Table V(b) of Appendix III for cadres in colleges. |
| 4. | University DPE (Stage 5) (For universities only) | Deputy DPE in universities with three years of completed service in Stage 4. | (iv) Minimum API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table V(a) of Appendix III for DPEs in university. These may be achieved over two assessment periods, if required. (v) A minimum of five publications over two assessment periods (six years). (vi) Evidence of having produced teams / athletes. (vii) A selection committee process as stipulated in this regulation and in Table V(a) of Appendix III for DPEs in the university. |

Note: The explanatory note provided for Tables IIA and IIB for CAS for teachers is also applicable for the Physical Director cadres as per the API score specified for this cadre.

Note: For universities/colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4 and 5 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000 and 10000 respectively

APPENDIX – III: TABLE –VII

ACADEMIC PERFORMANCE INDICATORS (APIs) AND PROPOSED SCORES DEVELOPED BY UGC FOR ADOPTION OF PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) FOR DIRECT APPOINTMENT/CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS APPLICABLE TO LIBRARIAN, (UNIVERSITY) DEPUTY LIBRARIAN AND ASSTT. LIBRARIAN /COLLEGE LIBRARIAN.

Category – I : Procurement, organisation, and delivery of knowledge and information through Library services

| S.No | Nature of Activity | Maximum Score |
|-----------------------------------|---|---------------|
| 1. | Library resources organisation and maintenance of books, journals, reports; Provision of library reader- services, literature retrieval services to researchers and analysis of reports; Provision of assistance to the departments of University/College with the required inputs for preparing reports, manuals and related documents; Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc. | 40 |
| 2. | ICT and other new technologies' application for upgradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security (technology based methods such as RFID, CCTV), development of library management tools (software), Intranet management. | 30 |
| 3. | Development, organisation and management of e-resources including their accessibility over Intranet/Internet, digitization of library resources, e-delivery of information, etc. | 25 |
| 4 | User awareness and instruction programmes (Orientation lectures, users' training in the use of library services as e-resources, OPAC; knowledge resources user promotion programmes like organizing book exhibitions, other interactive latest learning resources, etc. | 20 |
| 5. | Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms | 10 |
| Total Score | | 125 |
| Minimum API score required | | 75 |

Category- II – CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

| S. No. | Nature of Activity | Maximum Score |
|--------|--|---------------|
| 1 | Student related co-curricular, extension and field based activities (such Cultural exchange and Library service Programmes (various level of extramural and intramural programmes); extension, library-literary work through different channels, | 20 |
| 2 | Contribution to Corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities. | 15 |
| 3 | Professional Development activities (such as participation in seminars, conferences, short term, e-library training courses, workshops and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below) | 15 |
| | Minimum API Score Required | 15 |

Category – III – Research and academic contributions

| S No. | APIs | Activity | Maximum Point |
|---------|--|--|--|
| III A | Research Papers published in: | Refereed Journals | 15 / publication |
| | | Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers. | 10 / Publication |
| | | Conference proceedings as full papers, etc. (Abstracts not to be included) | 10 / publication |
| III (B) | Research Publications (books, chapters in books, other than refereed journal articles) | Text or Reference Books Published by International Publishers with an established peer review system | 50 /sole author; 10 / chapter in an edited book |

| | | | |
|---------------|--|---|--|
| | | Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers. | 25 /sole author, and 5/ chapter in edited books |
| | | Subject Books by Other local publishers with ISBN/ISSN numbers. | 15 / sole author, and 3 / chapter in edited books |
| | | Chapters contributed to edited knowledge based volumes published by International Publishers | 10 /Chapter |
| | | Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories | 5 / Chapter |
| III (C) | | | |
| III (C) (i) | Sponsored Projects carried out/ ongoing | (d) Major Projects amount mobilized with grants above 30.0 lakhs | 20 /each Project |
| | | (e) Major Projects amount mobilized with grants above 5.0 lakhs up to 30.00 lakhs | 15 /each Project |
| | | (f) Minor Projects (Amount mobilized with grants above Rs. 50,000 up to Rs. 5.0 lakh) | 10/each Project |
| III (C) (ii) | Consultancy Projects carried out / ongoing | Amount mobilized with minimum of Rs.10.00 lakhs | 10 per every Rs.10.0 lakhs and Rs.2.0 lakhs, respectively |
| III (C) (iii) | Completed projects : Quality Evaluation | Completed project Report (Acceptance from funding agency) | 20 /each major project and 10 / each minor project |
| III (C) (iv) | Projects Outcome / Outputs | Patent/Technology transfer/ Product/Process | 30 / each national level output or patent /50 /each for International level, |
| III (D) | | | |
| III (D) (i) | M.Phil. | Degree awarded only | 3 /each candidate |
| III (D) (ii) | Ph.D | Degree awarded | 10 /each |

| | | | |
|----------------|---|--|-------------------|
| | | | candidate |
| | | Thesis submitted | 7 /each candidate |
| III(E) | | | |
| III(E) (i) | Refresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points) | Not less than two weeks duration | 20/each |
| | | One week duration | 10/each |
| III(E) (ii) | Papers in Conferences/ Seminars/ workshops etc. * | Participation and Presentation of research papers (oral/poster) in | |
| | | International conference | Each |
| | | b) National | / each |
| | | c) Regional/State level | /each |
| | | Local –University/College level | 3 / each |
| III(E) (iv) | Invited lectures or presentations for conferences/ / symposia | International | 10 /each |
| | | National level | 5 |

* If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e)(ii)).

Notes.

1. The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

APPENDIX – III TABLE – VIII (a)

Minimum APIs as provided in Appendix III Table VII to be applied for the Promotion of Library staff of universities and Weightages for Expert Assessment UNDER CAREER ADVANCEMENT SCHEME (CAS)

| | | Assistant Librarian to Assistant Librarian (senior scale) (Stage 1 to Stage 2) | Deputy Librarian / Assistant Librarian (Selection Grade) (Stage 2 to Stage 3) | Deputy Librarian/ Assistant Librarian (selection Grade) (Stage 3 to Stage 4) | Librarian (university only) (Stage 4 to Stage 5) |
|-----|--|--|---|--|--|
| I | Procurement, organisation and delivery of knowledge and information thro' library services (category I) | 75/Year | 75/Year | 75/year | 75/year |
| II | Extension and Profession related activities (Category II) | 15/Year | 15/Year | 15/Year | 15/Year |
| III | Minimum total average annual Score under Categories I and II* | 100/Year | 100/Year | 100/Year | 100/Year |
| IV | Research and Academic Contribution (Category III) – Minimum Annual Score Required – to be assessed cumulatively | 10/Year (40/assessment period) | 20/Year (100/assessment period) | 30/Year (90/assessment period) | 40/Year (120/assessment period) |
| | Expert Assessment System | Screening Committee | Screening Committee | Selection Committee | |
| V | Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50)) | No separate points. Screening committee to verify API scores | No separate points. Screening committee to verify API scores | 30% - Library related research papers evaluation 50% - Assessment of domain knowledge on Library automation and Organisational skills 20 % - Interview performance | 50% Library publication work 30% Assessment of innovative Library service and organisation of digital library services 20% Interview performance |

* Candidates may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: For universities/colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4 and 5 correspond to scales as given with AGP of Rs. 6000, 7000, 8000, 9000 and 10000 respectively

APPENDIX – III TABLE – VIII (b)

Minimum Weightage Points (WP) norms of the APIs as provided in Appendix III Table VII to be applied for the Promotion of Library staff of Colleges and Weightages for Expert Assessment UNDER CAREER ADVANCEMENT SCHEME (CAS)

| | | College Librarian (Stage 1) College Librarian (senior scale) (Stage 2) | College Librarian (senior scale) (Stage 2) to College Librarian (Selection Grade) (Stage 3) | College Librarian (selection Grade) (Stage 3 to Stage 4) |
|-----|---|---|---|--|
| I | Procurement, organisation and delivery of knowledge and information thro' library services (category I) | 75/Year | 75/Year | 75/year |
| II | Extension and Profession related activities (Category II) | 15/Year | 15/Year | 15/Year |
| III | Minimum total average annual Score under Categories I and II* | 100/Year | 100/Year | 100/Year |
| IV | Research and Academic Contribution (Category III) – Minimum Annual Score Required – to be assessed cumulatively | 5/Year (40/assessment period) | 10/Year (100/assessment period) | 15/Year (90/assessment period) |
| | Expert Assessment System | Screening Committee | Screening Committee | Selection Committee |
| V | Percentage of Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50) | No separate points. Screening committee to verify API scores | No separate points. Screening committee to verify API scores | 30% - Library related research papers evaluation 50% - Assessment of domain knowledge on Library automation and Organisational skills 20 % - Interview performance |

* Candidates may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: For colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3 and 4 correspond to scales as provided with AGP of Rs. 6000, 7000, 8000 and 9000 respectively

APPENDIX – III: TABLE – VIII(c)

MINIMUM APIS AND OTHER NORMS FOR THE DIRECT RECRUITMENT OF LIBRARIAN POSITIONS IN UNIVERSITY DEPARTMENTS/COLLEGES

(TO BE CONSIDERED ALONG WITH OTHER SPECIFIED ELIGIBILITY QUALIFICATIONS STIPULATED IN THIS UGC REGULATION)

| S. No. of category | Minimum Criteria | Norm / | Assistant University Librarian / College Librarian (Stage 1) | Deputy Librarian in universities (Stage 4) | Librarian (university only) (Stage 5) |
|--------------------|---|--------|--|--|---|
| I | API score (Research and Academic Contribution – Category III) | | — | Consolidated API score requirement of 300 points | Consolidated API score requirement of 400 points |
| II | Selection Committee criteria/weightages (Total weightage = 100) | | a). Teaching / compute and communication skills by a Lecture demonstration (30%) b). Record of Library management skills (20%) c). Interview performance (50%) | a). Library related Research / Theme papers (3 Nos) Evaluation: (50%) b). Library automation skills and Organisational Plans (20%) c). Interview performance (30%) | a) Library Research papers (Five) evaluation (60%) b) organisational track record of innovation library service and vision plan (20%) c) Interview performance (20 %) |

Note: For universities for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 4, 5 and 5 correspond to scales as given and AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively

APPENDIX – III: TABLE - IX

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF LIBRARIAN CADRES IN UNIVERSITIES AND COLLEGES

| S. No | Promotion of Librarian cadres through CAS | Service (as prescribed by the MHRD Notification) requirement | Minimum Academic Performance Requirements and Screening/Selection Criteria |
|-------|---|---|--|
| 1. | Assistant University Librarian / College Librarian to Assistant Librarian (Senior Scale) / College Librarian (Senior Scale) (Stage 1 to Stage 2) | Assistant University Librarian / College Librarian (Stage 1) completed four years of service with Ph. D. or five years of service who are with M. Phil or six years of service who are without Ph. D./M.Phil. | <p>(i) Minimum API scores using PBAS scoring proforma developed by the university as per the norms provided in Table VIII (a) of Appendix III for Librarian cadres in universities and Table VIII(b) of Appendix III for college Librarian cadres.</p> <p>(ii) One Orientation and one Refresher Course of 3/4 weeks duration</p> <p>(iii) No separate interview points for the Screening cum Verification process of recommending promotion.</p> |
| 2. | Assistant university Librarian (Senior Scale) / college Librarian (senior scale) to Assistant university Librarian (Selection Grade)/ College Librarian/ (selection grade) (Stage 2 to Stage 3) | Assistant university Librarian (Senior Scale) / college Librarian (senior scale) with completed service of five years in Stage 2 | <p>(i) Minimum API scores using the PBAS scoring proforma developed by University as per the norms provided in Table VIII (a) of Appendix III for Librarian Cadres in universities and Table VIII (b) of Appendix III for college librarian cadres.</p> <p>(ii) Additionally, two refresher courses, for a minimum period of 3 to 4 week duration to have been undergone during the assessment period.</p> <p>(iii) No separate interview points for the Screening cum Verification process of recommending promotion.</p> |

| | | | |
|----|---|--|--|
| 3. | Deputy university Librarian / Assistant university Librarian (Selection Grade) / College Librarian (Selection Grade) (Stage 3 to Stage 4) | Assistant university Librarian (Selection Grade) / College Librarian (Selection Grade) with three years of completed service in Stage 3. | <p>(i) Minimum API scores using the PBAS scoring proforma developed by university as per the norms provided in Table VIII (a) of Appendix III for Librarian cadres in universities and in Table VIII (b) of Appendix III for Librarian Cadres in Colleges.</p> <p>(ii) Three publications over twelve years. In Colleges, an exemption of one publication will be given to M. Phil holders and two publications to Ph. D. Holders.</p> <p>(iii) Additionally one course/training under the categories of Library automation / Analytical tool Development for academic documentation.</p> <p>(iv) A selection committee process as stipulated in the Regulation and in Table VIII (a) of Appendix III for university in Table VIII (b) of Appendix III for librarian cadres in colleges.</p> |
| 4. | Librarian (university) (Stage 5) - | Deputy Librarian in university with three years of completed service in Stage 4. | <p>(i) Minimum API scores using the PBAS scoring proforma developed by the university as per the norms provided in Table VIII (a) of Appendix III for Librarian (university). Minimum API scores can also be considered over two assessment periods (Stages 3 and 4), if required.</p> <p>(ii) A minimum of 5 publications over current and previous assessment periods.</p> <p>(iii) Evidence of innovative library service and organisation of published work</p> <p>(iv) A selection committee process as stipulated in this regulation and in Table VIII (a) of Appendix III for Librarian (university)</p> |

Note: The explanatory note provided for Tables IIA and IIB for CAS for teachers is also applicable for the librarian cadres as per the API score specified for this cadre.

Note: For universities for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4 and 5 correspond to scales as provided and AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively

ANNEXURE TO CLAUSE 6.0.2 OF SCHEDULE 6.0.0

University of _____
Annual Self-Assessment for the Performance Based Appraisal
System (PBAS)

Session/ Year _____

(To be completed and submitted at the end of each academic year)

PART A: GENERAL INFORMATION

1. Name (in Block Letters):
2. Father's Name/Mother's Name/Husband's Name:
3. Department :
4. Current Designation & Grade Pay:
5. Date of last Promotion :
6. Address for correspondence (with Pincode)
7. Permanent Address (with Pincode)

Telephone No:

Email:

8. Whether acquired any degrees or fresh academic qualifications during the year:
9. Academic Staff College Orientation/Refresher Course attended during the year:

| Name of the Course/ Summer School | Place | Duration | Sponsoring Agency |
|--------------------------------------|-------|----------|-------------------|
| | | | |
| | | | |

PART B: ACADEMIC PERFORMANCE INDICATORS

(Please see detailed instructions of this PBAS proforma before filling out this section)

CATEGORY: I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(i) Lectures, Seminars, Tutorials, Practicals, Contact Hours (give semester-wise details, where necessary)

| S. No. | Course/Paper | Level | Mode of teaching* | No. of classes per week allotted | No. of Classes conducted | % of Classes/Practicals taken as per documented record |
|--------|--------------|-------|-------------------|----------------------------------|--------------------------|--|
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*Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours (C)

| | | API Score |
|-----|---|-----------|
| (a) | Classes Taken (max 50 for 100 % performance & proportionate score up to 80% performance, below which no score may be given) | |
| (b) | Teaching Load in excess of UGC norm (max score: 10) | |

(ii) Reading / Instructional material consulted and additional knowledge resources provided to students

| S. No. | Course/Paper | Consulted | Prescribed | Additional Resource provided |
|--|--------------|-----------|------------|------------------------------|
| | | | | |
| | | | | |
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| | | | | |
| | | | | |
| | | | | |
| API score based on Preparation and imparting of knowledge / instruction as per curriculum & syllabus enrichment by providing additional resources to Students (max. score: 20) | | | | API Score |
| | | | | |

(iii) Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.

| S. No. | Short Description | API Score |
|--------|-------------------------------------|-----------|
| | | |
| | | |
| | Total Score (Max Score : 20) | |

(iv) Examination Duties Assigned and Performed

| S No | Type of Examination Duties | Duties Assigned | Extent to which carried out (%) | API Score |
|------|------------------------------|-----------------|---------------------------------|-----------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | Total Score (Max: 25) | | | |

CATEGORY: II. CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

Please mention your contribution to any of the following:

| S. No | Type of Activity | Average Hrs/week | API Score |
|-------|--|--|------------------|
| | (i) Extension, Co-curricular & field based Activities | | |
| | | | |
| | | | |
| | | | |
| | Total (Max: 20) | | |
| | (ii) Contribution to Corporate Life and Management of the Institution | Yearly/Semester wise responsibilities | API Score |
| | | | |
| | | | |
| | | | |
| | Total (Max: 15) | | |
| | (iii) Professional Development Activities | | |
| | | | |
| | | | |
| | | | |
| | Total (Max: 15) | | |
| | Total Score (I + ii + iii) (Max : 25) | | |

CATEGORY: III. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS**A) Published Papers in Journals**

| S. No. | Title with page nos. | Journal | ISSN/ISBN No | Whether peer reviewed. Impact Factor, if any | No. of co-authors | Whether you are the main author | API Score |
|--------|----------------------|---------|--------------|--|-------------------|---------------------------------|-----------|
| | | | | | | | |
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B(i)) Articles / Chapters published in Books

| S. No. | Title with page nos. | Book Title, editor & publisher | ISSN /ISBN No | Whether peer reviewed. | No. of co-authors | Whether you are the main author | API Score |
|--------|----------------------|--------------------------------|---------------|------------------------|-------------------|---------------------------------|-----------|
| | | | | | | | |
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ii) Full Papers in Conference Proceedings

| S. No. | Title with page nos. | Details of Conference Publication | ISSN/ISBN No | No. of co-authors | Whether you are the main author | API Score |
|--------|----------------------|-----------------------------------|--------------|-------------------|---------------------------------|-----------|
| | | | | | | |
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iii) Books Published as single author or as editor

| S. No. | Title with page nos. | Type of Book & Authorship | Publisher & ISSN/ ISBN No | Whether peer reviewed | No. of co-authors | Whether you are the main author | API Score |
|--------|----------------------|---------------------------|---------------------------|-----------------------|-------------------|---------------------------------|-----------|
| | | | | | | | |
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III C). Ongoing and Completed Research Projects and Consultancies**(c) (I & ii) Ongoing Projects / Consultancies**

| S. No. | Title | Agency | Period | Grant/ Amount Mobilized (Rs lakh) | API Score |
|--------|-------|--------|--------|-----------------------------------|-----------|
| | | | | | |
| | | | | | |
| | | | | | |

(c)(iii & iv) Completed Projects / Consultancies

| S. No. | Title | Agency | Period | Grant/ Amount Mobilized (Rs lakh) | Whether policy document/patent as outcome | API Score |
|--------|-------|--------|--------|-----------------------------------|---|-----------|
| | | | | | | |
| | | | | | | |
| | | | | | | |

(D) Research Guidance

| S No | Number Enrolled | Thesis Submitted | Degree awarded | API Score |
|-----------------------|-----------------|------------------|----------------|-----------|
| M. Phil or equivalent | | | | |
| Ph. D. or equivalent | | | | |

(E) (i) Training Courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes (not less than one week duration)

| S. No. | Programme | Duration | Organised by | API Score |
|--------|-----------|----------|--------------|-----------|
| | | | | |
| | | | | |

(E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia

| S. No | Title of the Paper presented | Title of Conference / Seminar | Organised by | Whether international /national/ state /regional /college or university level | API Score |
|-------|------------------------------|-------------------------------|--------------|---|-----------|
| | | | | | |
| | | | | | |
| | | | | | |

E (iii) Invited Lectures and Chairmanships at national or international conference/seminar etc.

| S. No | Title of Lecture/Academic Session | Title of Conference / Seminar etc | Organised by | Whether international /national | API Score |
|-------|-----------------------------------|-----------------------------------|--------------|---------------------------------|-----------|
| | | | | | |
| | | | | | |
| | | | | | |

IV. SUMMARY OF API SCORES

| | Criteria | Last Academic. Year | Total – API Score for Assessment Period | Annual Av. API Score for Assessment Period |
|-----|--|---------------------|---|--|
| I | Teaching, Learning and Evaluation related activities | | | |
| II | Co-curricular, Extension, Professional development etc | | | |
| | Total I + II | | | |
| III | Research and Academic Contribution | | | |

PART C: OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier.

| S. No. | Details (Mention Year, value etc. where relevant) |
|--------|---|
| | |
| | |
| | |

LIST OF ENCLOSURES: *(Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)*

| | |
|---|----|
| 1 | 6 |
| 2 | 7 |
| 3 | 8 |
| 4 | 9 |
| 5 | 10 |

I certify that the information provided is correct as per records available with the university and/or documents enclosed along with the duly filled PBAS proforma.

Signature of the faculty with
Designation, Place & Date

Signature of HOD / School
Chairperson/Principal

N:B: The Annual Self-Assessment proforma duly filled along with all enclosures, submitted for CAS promotions will be verified by the university/college and information filed with the IQAC.

Instructions for Filling up Part B of the PBAS Proforma

Part B of the Proforma is based on Appendix III, Table 1 of the UGC Regulations 2010. It is to be filled out for the recently completed academic year.

The proforma is to be filled as per these tables and self-assessment scores given. For each category, maximum scores that can be given or carried forward is indicated in the Table.

The self-assessment scores are further to be based on the indicators/activities given below. Universities may modify the detailed indicators and related scores based on their experience and requirement without changing the score requirements assigned to categories and sub-categories in Appendix III, Table 1.

NB. The self-assessment scores are subject to verification by the university/college, and by the Screening cum Verification Committee or Selection Committee as the case may be.

I. Teaching and Evaluation Related Performance

(i) a

| | |
|--|---------------|
| Lectures/Practicals/Tutorials/Contact classes taken should be based on verifiable records. No score should be assigned if a teacher has taken less than (say) 80 % assigned classes. Universities may give allowance for periods of leave where alternative teaching arrangements would ordinarily be made. Maximum score if there is 100 % achievement. | Max Score: 50 |
|--|---------------|

b.

| | |
|---|-----------------|
| If teacher has taken classes exceeding UGC norm, then two point to be assigned for each extra hour of classes | Max. Score : 10 |
|---|-----------------|

(ii)

| | |
|---|---------------|
| Imparting of knowledge / instruction <i>vis a vis</i> with the prescribed material (Text book / Manual etc) and methodology of the curriculum (100% compliance = 20 points) | Max Score: 20 |
|---|---------------|

(iii) Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.

| Indicators/ Activities | Maximum Score |
|--|---------------|
| Updating of courses, design of curriculum, (5 – single course) | 10 |
| Preparation of resource material, fresh reading materials, Laboratory manuals etc. | 10 |
| Use of Innovative teaching-learning methodologies; use of ICT; Updated subject content and course improvement. | 10 |
| a. ICT Based Teaching material:10points/each | |

| | |
|--|-----------|
| b. Interactive Courses : 5 points/each c. Participatory Learning modules: 5 points/each | |
| Developing and imparting Remedial/Bridge Courses and Counseling modules (Each activity : 5 points) | 10 |
| Developing and imparting soft skills/communication skills/personality development courses/modules (Each activity : 5 points) | 10 |
| Developing and imparting specialized teaching-learning programmes in physical education, library ; innovative compositions and creations in music, performing and visual arts and other traditional areas (Each activity : 5 points) | 10 |
| Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and e-library skills to students (a) Workshop / Training course : 10 points each (b) Popularization program : 5 points each | 10 |
| Maximum Aggregate Limit | 20 |

(iv) Examination Related Work

| Indicators | Max. Score |
|--|------------|
| College/University end semester / Annual Examination work as per duties allotted. (Invigilation – 10 points; Evaluation of answer scripts – 5 points; Question paper setting – 5 points). (100% compliance = 20 points) | 20 |
| College/University examination/Evaluation responsibilities for internal/continuous assessment work as allotted (100% compliance = 10 points) | 10 |
| Examination work such as coordination, or flying squad duties etc. (maximum of 5 or 10 depending upon intensity of duty) (100% compliance = 10 points) | 10 |
| Maximum Aggregate Limit B (iv) | 25 |

II: Co-curricular, Extension and Profession Related Activities and Participation in the Corporate Life of the Institution**(i) Extension and Co-curricular Related Activities**

| | |
|---|-----------|
| Institutional Co-curricular activities for students such as field studies/educational tours, industry-implant training and placement activity (5 point each). | 10 |
| Positions held/Leadership role played in organization linked with Extension Work and National service Scheme (NSS), NCC or any other similar activity (Each activity 10 points) | 10 |
| Students and Staff Related Socio Cultural and Sports Programmes, campus publications (departmental level 2 points, institutional level 5 points). | 10 |
| Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper; flood or, drought relief, small family norms etc. (5 points each) | 10 |
| Maximum Aggregate Limit | 20 |

(ii) Contribution to Corporate Life and Management of the Institution

| | |
|---|----|
| Contribution to Corporate life in Universities/colleges through meetings, popular lectures, subject related events, articles in college magazine and University volumes (2 point each). | 10 |
| Institutional Governance responsibilities like, Vice Principal, Dean, Director, Warden, Bursar, School Chairperson, IQAC coordinator (10 points each) | 10 |
| Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee (5 point each). | 10 |
| Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline (5 each) | 10 |
| Organisation of Conference /Training: International (10 points); national/regional (5 points). | 10 |
| Maximum Aggregate Limit | 15 |

(iii) Professional Development Related Activities

| Indicators / Activities | Maximum Score |
|--|---------------|
| Membership in profession related committees at state and national level a. At national level : 3 points each b. At site level : 2 points each | 10 |
| Participation in subject associations, conferences, seminars without paper presentation (Each activity : 2 point) | 10 |
| Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance (Each activity : 5 points) | 10 |
| Membership/participation in Bodies/Committees on Education and National Development (5 each). | 10 |
| Publication of articles in newspapers, magazines or other publications (not covered in category 3); radio talks etc. (1 point each). | 10 |
| Maximum Aggregate Limit | 15 |

CATEGORY: III. Research and Publications and Academic Contributions

This is to be filled as per Appendix III Table 1, Category III of the UGC Regulations 2010.

Wherever the research contribution is jointly made, the API scores should be shared between the contributors as per the formula provided in the Table 1.

III. Summary of API Scores

The summary must take into account the maximum score limits for each set of indicators as given in Appendix III, Table 1

IV. Similar PBAS proforma could be developed by the universities for the Cadres of Librarian / Deputy Librarian / Assistant Librarian and Director of Physical Education & Sports / Deputy Director of Physical Education & Sports / Assistant Director of Physical Education & Sports based on the API Scoring pattern outlined in Appendix III: Tables – IV to IX of the UGC-Regulations, 2010.

University of _____
PBAS Proforma for Promotion under CAS

PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. Name (in Block Letters):
2. Father's Name/Mother's Name:
3. Department :
4. Current Designation & Grade Pay:
5. Date of last Promotion :
6. Which position and grade pay are you an applicant under CAS?
7. Date of eligibility for promotion:
8. Date and Place of Birth:
9. Sex:
10. Marital status:
11. Nationality:
12. Indicate whether belongs to SC/ST/OBC category:
13. Address for correspondence (with Pincode)
14. Permanent Address (with Pincode)

Telephone No:

Email:

15. Academic Qualifications (Matric till post graduation):

| Examinations | Name of the Board/ University | Year of Passing | Percentage of marks obtained | Division/ Class/Grade | Subject |
|----------------------------|-------------------------------|-----------------|------------------------------|-----------------------|---------|
| High School/Matric | | | | | |
| Intermediate | | | | | |
| B.A./B.Sc/B.Com/B. Mus | | | | | |
| M.A/M.Sc./M.Com/ M. Mus | | | | | |
| Others examination, if any | | | | | |

16. Research Degree(s)

| Degrees | Title | Date of award | University |
|---------------|-------|---------------|------------|
| M.Phil. | | | |
| Ph.D./D.Phil. | | | |
| D.Sc/D.Litt | | | |

17. Appointments held prior to joining this institution

| Designation | Name of Employer | Date of Joining | | Salary with Grade | Reason of leaving |
|-------------|------------------|-----------------|---------|-------------------|-------------------|
| | | Joining | Leaving | | |
| | | | | | |
| | | | | | |

18. Posts held after appointment at this institution:

| Designation | Department | Date of actual Joining | | Grade |
|-------------|------------|------------------------|----|-------|
| | | From | To | |
| | | | | |
| | | | | |
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| | | | | |

19. Period of teaching experience: P.G. Classes (in years) : **U.G. Classes (in years)**

20. Research Experience excluding years spent in M. Phil / Ph. D. (In years)

21. Fields of Specialisation under the Subject/Discipline

(a) ..

(b) ..

22. Academic Staff College Orientation/Refresher Course attended:

| Name of the Course/ Summer School | Place | Duration | Sponsoring Agency |
|--------------------------------------|-------|----------|-------------------|
| | | | |
| | | | |
| | | | |
| | | | |

PART B: ACADEMIC PERFORMANCE INDICATORS

(Please see detailed instructions of this PBAS proforma before filling out this section)

CATEGORY: I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(i) Lectures, Seminars, Tutorials, Practicals, Contact Hours (give semester-wise details, where necessary)

| S. No. | Course/Paper | Level | Mode of teaching* | Hours per week allotted | % of classes taken as per documented record |
|--------|--------------|-------|-------------------|-------------------------|---|
| | | | | | |
| | | | | | |
| | | | | | |
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| | | | | | |
| | | | | | |

*Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours (C)

| | | API Score |
|-----|---|-----------|
| (a) | Classes Taken (max 50 for 100 % performance & proportionate score up to 80% performance, below which no score may be given) | |
| (b) | Teaching Load in excess of UGC norm (max score: 10) | |

(ii) Reading / Instructional material consulted and additional knowledge resources provided to students

| S. No. | Course/Paper | Consulted | Prescribed | Additional Resource provided |
|--|--------------|-----------|------------|------------------------------|
| | | | | |
| | | | | |
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| | | | | |
| | | | | |
| | | | | |
| API score based on Preparation and imparting of knowledge / instruction as per curriculum & syllabus enrichment by providing additional resources to Students (max. score: 20) | | | | API Score |
| | | | | |

(iii) Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.

| S. No. | Short Description | API Score |
|--------|-------------------------------------|-----------|
| | | |
| | | |
| | Total Score (Max Score : 20) | |

(iv) Examination Duties Assigned and Performed

| S No | Type of Examination Duties | Duties Assigned | Extent to which carried out (%) | API Score |
|------|------------------------------|-----------------|---------------------------------|-----------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | Total Score (Max: 25) | | | |

CATEGORY: II. CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

Please mention your contribution to any of the following:

| S. No | Type of Activity | Average Hrs/week | API Score |
|-------|--|--|------------------|
| | (i) Extension, Co-curricular & field based Activities | | |
| | | | |
| | | | |
| | | | |
| | Total (Max: 20) | | |
| | (ii) Contribution to Corporate Life and Management of the Institution | Yearly/Semester wise responsibilities | API Score |
| | | | |
| | | | |
| | | | |
| | Total (Max: 15) | | |
| | (iii) Professional Development Activities | | |
| | | | |
| | | | |
| | | | |
| | Total (Max: 15) | | |
| | Total Score (I + ii + iii) (Max : 25) | | |

CATEGORY: III. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS**A) Published Papers in Journals**

| S. No. | Title with page nos. | Journal | ISSN/ISBN No | Whether peer reviewed. Impact Factor, if any | No. of co-authors | Whether you are the main author | API Score |
|--------|----------------------|---------|--------------|--|-------------------|---------------------------------|-----------|
| | | | | | | | |
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B(ii) Articles / Chapters published in Books

| S. No. | Title with page nos. | Book Title, editor & publisher | ISSN /ISBN No | Whether peer reviewed. | No. of co-authors | Whether you are the main author | API Score |
|--------|----------------------|--------------------------------|---------------|------------------------|-------------------|---------------------------------|-----------|
| | | | | | | | |
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ii) Full Papers in Conference Proceedings

| S. No. | Title with page nos. | Details of Conference Publication | ISSN/ISBN No | No. of co-authors | Whether you are the main author | API Score |
|--------|----------------------|-----------------------------------|--------------|-------------------|---------------------------------|-----------|
| | | | | | | |
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| | | | | | | |

iii) Books Published as single author or as editor

| S. No. | Title with page nos. | Type of Book & Authorship | Publisher & ISSN/ ISBN No | Whether peer reviewed | No. of co-authors | Whether you are the main author | API Score |
|--------|----------------------|---------------------------|---------------------------|-----------------------|-------------------|---------------------------------|-----------|
| | | | | | | | |
| | | | | | | | |
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| | | | | | | | |
| | | | | | | | |

III C). Ongoing and Completed Research Projects and Consultancies

(c) (I & ii) Ongoing Projects / Consultancies

| S. No. | Title | Agency | Period | Grant/ Amount Mobilized (Rs lakh) | API Score |
|--------|-------|--------|--------|-----------------------------------|-----------|
| | | | | | |
| | | | | | |
| | | | | | |

(c)(iii & iv) Completed Projects / Consultancies

| S. No. | Title | Agency | Period | Grant/ Amount Mobilized (Rs lakh) | Whether policy document/patent as outcome | API Score |
|--------|-------|--------|--------|-----------------------------------|---|-----------|
| | | | | | | |
| | | | | | | |
| | | | | | | |

(D) Research Guidance

| S No | Number Enrolled | Thesis Submitted | Degree awarded | API Score |
|-----------------------|-----------------|------------------|----------------|-----------|
| M. Phil or equivalent | | | | |
| Ph. D. or equivalent | | | | |

(E) (i) Training Courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes (not less than one week duration)

| S. No. | Programme | Duration | Organised by | API Score |
|--------|-----------|----------|--------------|-----------|
| | | | | |
| | | | | |

(E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia

| S. No | Title of the Paper presented | Title of Conference / Seminar | Organised by | Whether international /national/ state /regional /college or university level | API Score |
|-------|------------------------------|-------------------------------|--------------|---|-----------|
| | | | | | |
| | | | | | |
| | | | | | |

E (iii) Invited Lectures and Chairmanships at national or international conference/seminar etc.

| S. No | Title of Lecture/Academic Session | Title of Conference / Seminar etc | Organised by | Whether international /national | API Score |
|-------|-----------------------------------|-----------------------------------|--------------|---------------------------------|-----------|
| | | | | | |
| | | | | | |
| | | | | | |

IV. SUMMARY OF API SCORES

| | Criteria | Last Academic. Year | Total – API Score for Assessment Period | Annual Av. API Score for Assessment Period |
|-----|--|---------------------|---|--|
| I | Teaching, Learning and Evaluation related activities | | | |
| II | Co-curricular, Extension, Professional development etc | | | |
| | Total I + II | | | |
| III | Research and Academic Contribution | | | |

PART C: OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier.

| S. No. | Details (Mention Year, value etc. where relevant) |
|--------|---|
| | |
| | |
| | |

LIST OF ENCLOSURES: *(Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)*

| | |
|---|----|
| 1 | 6 |
| 2 | 7 |
| 3 | 8 |
| 4 | 9 |
| 5 | 10 |

I certify that the information provided is correct as per records available with the university and/or documents enclosed along with the duly filled PBAS proforma.

Signature of the faculty with
Designation, Place & Date

Signature of HOD / School
Chairperson/Principal

N:B: The individual PBAS proforma duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the university/college as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment/verification.

Instructions for Filling up Part B of the PBAS Proforma

Part B of the Proforma is based on Appendix-III, Table 1 of the UGC Regulations 2010.

B(I) is based on API scoring for Category I of the Table. Detailed information for 2009-10 or most recent assessment year is to be provided.

B(II) is based on Category II of the Table. Detailed information for 2009-10 or most recent assessment year is to be provided.

B(III) is based on Category III of the Table. Detailed information for the entire assessment period is to be provided.

The proforma is to be filled as per these tables and self-assessment scores given. For each category, even though several avenue of activities and their API scores are given to provide choice/opportunity to the teacher, maximum limit of scores that can be given or carried forward under each category/area is indicated in the Table-1 of the UGC Regulations.

The self-assessment scores are further to be based on the indicators/activities given below. Universities may modify the detailed indicators and related scores based on their experience and requirement without changing the score requirements assigned to categories and sub-categories in Appendix III, Table 1.

NB. The self-assessment scores are subject to verification by the university/college, and by the Screening cum Verification Committee or Selection Committee as the case may be.

CATEGORY: I. Teaching, Learning and Evaluation Related Activities

(i) (a)

| | |
|---|----------------------|
| Lectures/Seminars/Practicals/Tutorials/Contact classes taken should be based on verifiable records. No score should be assigned if a teacher has taken less than 80 % of the assigned classes. Universities may give allowance for periods of leave where alternative teaching arrangements have been made. Maximum score of 50 if there is 100 % performance. | Max Score: 50 |
|---|----------------------|

(b)

| | |
|---|------------------------|
| If teacher has taken classes exceeding UGC norm, then two points to be assigned for each extra hour of classes/credit | Max. Score : 10 |
|---|------------------------|

(ii)

| | |
|--|----------------------|
| Imparting of knowledge / instruction <i>as per curriculum</i> with the prescribed material (Text book / Manual etc), syllabus enrichment by providing additional resources to students (100% compliance = 20 points) | Max Score: 20 |
|--|----------------------|

(iii) Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.

| Indicators/ Activities | Maximum Score |
|--|---------------|
| Updating of courses, design of curriculum, (5 per single course) | 10 |
| Participatory & Innovative T/L Process with materials for problem based learning, case studies, Group discussions etc., (a) Interactive Courses: 5 points/each (b) Participatory Learning modules: 5 points/each (c) Case studies: 5 points/each | 10 |
| Use of ICT in T/L process with computer-aided methods like powerpoint / Multimedia/Simulation/Softwares etc., (Use of any one of these in addition to Chalk & Board: 5 points) | 10 |
| Developing and imparting Remedial/Bridge Courses (Each activity : 5 points) | 10 |
| Developing and imparting soft skills/communication skills/personality development courses/modules (Each activity : 5 points) | 10 |
| Developing and imparting specialized teaching-learning programmes in physical education, library ; innovative compositions and creations in music, performing and visual arts and other traditional areas (Each activity : 5 points) | 10 |
| Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and e-library skills to students (a) Workshop / Training course : 10 points each (b) Popularization program : 5 points each | 10 |
| Maximum Aggregate Limit | 20 |

(iv) Examination Related Work

| Indicators | Max. Score |
|--|------------|
| College/University end semester / Annual Examination work as per duties allotted. (Invigilation – 10 points; Evaluation of answer scripts – 5 points; Question paper setting – 5 points). (100% compliance = 20 points) | 20 |
| College/University examination/Evaluation responsibilities for internal/continuous assessment work as allotted (100% compliance = 10 points) | 10 |
| Examination work such as coordination, or flying squad duties etc. (maximum of 5 or 10 depending upon intensity of duty) (100% compliance = 10 points) | 10 |
| Maximum Aggregate Limit B (iv) | 25 |

CATEGORY: II. Co-curricular, Extension and Professional Development Related Activities**(i) Extension and Co-curricular & field based Activities**

| | |
|--|----|
| Institutional Co-curricular activities for students such as field studies/educational tours, industry-implant training and placement activity (5 point each). | 10 |
| Positions held/Leadership role played in organization linked with Extension Work and National service Scheme (NSS), NCC, NSO or any other similar activity (Each activity 10 points) | 10 |
| Students and Staff Related Socio Cultural and Sports Programmes, campus | 10 |

| | |
|---|-----------|
| publications (departmental level 2 points, institutional level 5 points). | |
| Community work such as values of National Integration, Environment democracy, socialism, Human Rights, peace, scientific temper; flood or, drought relief, small family norms etc. (5 points each) | 10 |
| Maximum Aggregate Limit | 20 |

(ii) Contribution to Corporate Life and Management of the Institution

| | |
|--|-----------|
| Contribution to Corporate life in Universities/colleges through meetings, popular lectures, subject related events, articles in college magazine and University volumes (2 point each). | 10 |
| Institutional Governance responsibilities like, Vice Principal, Dean, Director, Warden, Bursar, School Chairperson, IQAC coordinator (10 points each) | 10 |
| Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee (5 point each). | 10 |
| Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline (5 each) | 10 |
| Organisation of Conference /Training as Chairman/Organizational Secretary/Treasurer : (a) International (10 points); national/regional (5 points) (b) as member of the organizing committee (1 point each) | 10 |
| Maximum Aggregate Limit | 15 |

(iii) Professional Development Related Activities

| Indicators / Activities | Maximum Score |
|--|---------------|
| Membership in profession related committees at state and national level a. At national level : 3 points each b. At site level : 2 points each | 10 |
| Participation in subject associations, conferences, seminars without paper presentation (Each activity : 2 point) | 10 |
| Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance (Each activity : 5 points) | 10 |
| Membership/participation in State/Central Bodies/Committees on Education, Research and National Development (5 each). | 10 |
| Publication of articles in newspapers, magazines or other publications (not covered in category 3); radio talks; television programmes (1 point each). | 10 |
| Maximum Aggregate Limit | 15 |

CATEGORY: III. Research and Publications and Academic Contributions

This is to be filled as per Appendix III Table 1, Category III of the UGC Regulations 2010.

Wherever the research contribution is jointly made, the API scores should be shared between the contributors as per the formula provided in the Table 1.

III. Summary of API Scores

As stated in the UGC Regulations 2010, the API scoring will be progressively rolled out for categories I and II, beginning with assessment of one year for selection committees in 2010-2011, annual averages of two years in 2011-2012 and so on. But for Category III, scores will be computed for the entire assessment period as already indicated in the Regulations.

- IV. Similar PBAS proforma could be developed by the universities for the Cadres of Librarian / Deputy Librarian / Assistant Librarian and Director of Physical Education & Sports / Deputy Director of Physical Education & Sports / Assistant Director of Physical Education & Sports based on the API Scoring pattern outlined in Appendix III: Tables – IV to IX of the UGC-Regulations, 2010.

| | | | |
|---|--|--|--|
| | महाविद्यालय पुस्तकालयाध्यक्ष (चयन ग्रेड) (चरण 3 से चरण 4) तक | | विश्वविद्यालय द्वारा विकसित पीबीएस गणना प्रारूप। 12 वर्षों की अवधि में 3 प्रकाशन होने चाहिए, और महाविद्यालयों में 1 प्रकाशन की छूट एम.फिल. धारकों को दी जाएगी तथा 2 प्रकाशनों की छूट पीएच.डी. धारकों को दी जाएगी। (ii) साथ ही, पुस्तकालय ऑटोमेशन/अकादमिक प्रलेखीकरण हेतु विश्लेषणात्मक साधन विकास की श्रेणियों में एक पाठ्यक्रम/प्रशिक्षण (iii) विनियम और तालिका VIII(क) में यथा विनिर्दिष्ट एक चयन समिति प्रक्रिया |
| 4 | विश्वविद्यालय पुस्तकालयाध्यक्ष (चरण 5) (केवल विश्वविद्यालयों हेतु) | विश्वविद्यालयों में चरण 4 में 3 वर्ष की पूरी सेवा वाले उप-पुस्तकालयाध्यक्ष | (i) तालिका VIII(क) में दिए गए मानदण्डों के अनुसार वि.अ.आ. द्वारा विकसित पीबीएस गणना प्रारूप का उपयोग कर न्यूनतम सकल एपीआई प्राप्तांक। न्यूनतम एपीआई प्राप्तांक प्राप्त करने के लिए पुस्तकालयाध्यक्ष दो आकलन अवधियों (चरण 3 और 4 में) को जोड़ सकते हैं, यदि आवश्यक हो। (ii) कार्मिक के चरण 3 में आने के बाद से कम से कम 5 प्रकाशन। (iii) नवोन्मेषी पुस्तकालय सेवाओं और प्रकाशित कार्य की आयोजना का प्रमाण। (iv) विनियम और तालिका VIII (क) में यथा विनिर्दिष्ट एक चयन समिति प्रक्रिया |

नोट: शिक्षकों हेतु सीएस के लिए तालिका II (क) हेतु उपलब्ध विवरणात्मक नोट इस संवर्ग हेतु विनिर्दिष्ट एपीआई प्राप्तांकों के अनुसार पुस्तकालयाध्यक्ष संवर्गों पर भी लागू है।

UNIVERSITY GRANTS COMMISSION

NOTIFICATION

New Delhi, the 11th July, 2016

No.F.1-2/2016(PS/Amendment) -In exercise of the powers conferred under clauses (e) and (g) of sub-section (1) of Section 26 of University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby frames the following amendment Regulations, namely :-

1. Short title, application and commencement:

- 1.1 These Regulations may be called the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (4th Amendment), Regulations, 2016.
- 1.2 They shall apply to every University established or incorporated by or under a Central Act, Provincial Act or a State Act, every institution including a constituent or an affiliated College recognized by the Commission, in consultation with the University concerned under clause (f) of Section 2 of the University Grants Commission Act, 1956 (3 of 1956) and every Institution Deemed to be a University under Section 3 of the said Act.
- 1.3 They shall come into force with immediate effect from the date of their publication in the Official Gazette.
2. The following regulations in the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of standards in higher education) Regulations, 2010 shall stand amended and be read as under:-

| Regulation | Existing provisions in Principal Regulations on Minimum Qualifications for | Amended provisions in principal Regulations on Minimum Qualifications for |
|------------|--|---|
|------------|--|---|

| | Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010 | Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010 |
|------------------------------------|---|---|
| 3.4.1 | A relaxation of 5% may be provided at the graduate and Master's level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures. | A relaxation of 5% may be provided at the graduate and Masters level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) /Other Backward Classes (OBC) (Non-creamy layer) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures. |
| 8.2.1 of Schedule for clause 6.8.0 | The posts of Vice-Chancellor shall carry a fixed pay of Rs.75,000/- alongwith a special pay of Rs.5,000/- per month. All other eligibility and facilities for the Vice-Chancellor as provided in the Act/Statutes of the University concerned shall be applicable besides the pay. | The post of Vice-Chancellor shall carry a fixed pay of Rs.75,000/- alongwith a special allowance of Rs.5,000/- per month. All other eligibility and facilities for the Vice-Chancellor as provided in the Act/Statutes of the University concerned shall be applicable besides the pay. |
| 5.1.6 (d) | The term of appointment of the College Principal shall be FIVE years with eligibility for reappointment for one more term only after a similar Selection Committee process. | The term of appointment of the College Principal shall be five years with eligibility for reappointment for one more term only after a similar Selection Committee process which shall take into account an external peer review, its recommendations and its outcomes. The framework of the external peer review shall be specified by the UGC. |
| 6.0.5(i) | Besides the indexed publications documented by various discipline-specific databases, the University concerned shall draw through committee(s) of subject experts and ISBN/ISSN experts : (a) a comprehensive list of National/Regional level journals of quality in the concerned subject(s); and (b) a comprehensive list of Indian language journals/periodicals/official publication volumes of language bodies and upload them on the University website which are to be updated periodically. | The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the "List of Journals" notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo motu, recommend journals for inclusion in the "List of Journals". |

3. The proviso prescribed under Regulation 3.3.1, 4.4.1, 4.4.2, 4.4.2.2, 4.4.2.3, 4.5.3 and 4.6.3 in the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of standards in higher education) (**3th Amendment**) Regulations, 2016 regarding exemption to the candidates registered for Ph.D. programme prior to July 11, 2009 shall stand amended and be read as under:-

"Provided further, the award of degree to candidates registered for the M.Phil/Ph.D programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bylaws/Regulations of the Institutions awarding the degree and the Ph.D candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions:-

- a) Ph.D. degree of the candidate awarded in regular mode only;

- b) Evaluation of the Ph.D. thesis by at least two external examiners;
- c) Open Ph.D. viva voce of the candidate had been conducted;
- d) Candidate **has** published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal;
- e) Candidate **has** made at least two presentations in conferences/seminars, based on his/her Ph.D work.
- (a) to (e) as above are to be certified by the Vice-Chancellor/Pro-Vice-Chancellor/Dean(Academic Affairs)/Dean(University instructions)."

4. The second proviso prescribed under Regulation 6.0.1 in the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of the standards in higher education) (2nd Amendment) Regulations, 2013 shall be substituted with the following: -

"Provided also that the API score claim of each of the sub-categories in the Category III (Research and Academic Contributions) shall not have a cap except for the sub-category of invited lectures/papers."

As a consequence, the table at Regulation 6.0.1 of the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of the standards in higher education) (2nd Amendment) Regulations, 2013 stands deleted.

5. Student Feedback is an integral part of the institutional and academic development of higher educational institutions and in fostering quality. Student feedback and teacher response plays a catalytic role towards improvement in teaching-learning and institutional development. Feedback from students on teaching, delivery, methodology and pedagogy is pivotal with a view to enhancing clarity of concepts, subject understanding and developing and deepening an interest in the academic discipline. Universities and Colleges should encourage teachers to assist students in providing constructive feedback on teaching-learning in order to enhance quality education and in responding to the feedback.

6. Tables-I,II(A),II(B),III,IV,V(A),V(B),VI,VII,VIII(A), VIII(B) and IX of Appendix-III of the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of standards in higher education) (3th Amendment) Regulations, 2016 shall be substituted with Appendix-III : Tables-I,II(A),II(B),III,IV,V(A),V(B),VI,VII,VIII(A), VIII(B) and IX appended to these 4th Amendment Regulations.

Prof. (Dr.) JASPAL SINGH SANDHU, Secy.
[ADVT III/4/Ext./113(165)]

APPENDIX – III: TABLE I

ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS FOR ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR AND PROFESSOR AND FOR DIRECT RECRUITMENT OF ASSOCIATE PROFESSOR AND PROFESSOR IN UNIVERSITIES AND COLLEGES.

| | Direct Teaching Hours per week |
|---------------------|--------------------------------|
| Assistant Professor | 16 |
| Associate Professor | 14 |
| Professor | 14 |

Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; domain knowledge; (b) participation in examination and evaluation; and (c) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is different for different levels of promotion. The self- assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

| Category | Nature of Activity | Assistant Professor | | Associate Professor | | Professor | |
|----------|--------------------|---------------------|------------------------|---------------------|------------------------|------------|------------------------|
| | | Max. Score | Actual Score | Max. Score | Actual Score | Max. Score | Actual Score |
| I | a. Direct Teaching | 70 | Actual hours spent per | 60 | Actual hours spent per | 60 | Actual hours spent per |

| | | | academic year ÷7.5 | | academic year ÷7.75 | | academic year ÷7.75 |
|--|---|----|---|----|---|----|---|
| | b. Examination duties (question paper setting, Invigilation, evaluation of answer scripts) as per allotment | 20 | Actual hours spent per academic year ÷10 | 20 | Actual hours spent per academic year ÷10 | 10 | Actual hours spent per academic year ÷10 |
| | c. Innovative Teaching - learning methodologies, updating of subject contents/courses, mentoring etc. | 10 | Actual hours spent per academic year ÷10 | 15 | Actual hours spent per academic year ÷10 | 20 | Actual hours spent per academic year ÷10 |

Note:

1. Direct Teaching 16/14/14 hours per week include the Lectures/Tutorials/Practicals /Project Supervision/Field Work. .
2. University may prescribe minimum cut-off, say 75%, below which no scores may be assigned in these sub-categories.
3. In consonance with established academic and teaching traditions, and with a view to reinforcing a student-centric and caring approach the teachers are encouraged to work with students, beyond the structure of classroom teaching. Indicatively, this could entail mentoring, guiding and counseling students. In particular teachers would be the best placed to identify and address the needs of students who may be differently abled, or require assistance to improve their academic performance, or to overcome a disadvantage. There are no prescribed hours for such efforts, measured either in weeks or months, or in the context and calculation of the API scores, these are nevertheless important and significant activities that could be carried out by teachers.

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the teacher's self-assessment, Category II API scores are proposed for Professional development, co-curricular and extension activities; and related contributions. The minimum API required by teachers for eligibility for promotion is fixed in Table II (A). A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and selection committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages without changing the minimum total API score required under this category.

| Category II | Nature of Activity | Maximum API Score | Actual score |
|-------------|---|-------------------|---|
| a. | Student related co-curricular, extension and field based activities. (i) Discipline related co-curricular activities (e.g. remedial classes, career counselling, study visit, student seminar and other events.) (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) (iii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.) | 15 | Actual hours spent per academic year ÷ 10 |
| b. | Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. i). Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees | 15 | Actual hours spent per academic year ÷ 10 |
| c. | Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures | 15 | Actual hours spent per |

| | | | |
|--|--|--|--------------------------|
| | in refresher / faculty development courses, dissemination and general articles and any other contribution) | | academic year ÷ 10 |
|--|--|--|--------------------------|

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API scores required for teachers from this category are different for different levels of promotion in universities and colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and Selection Committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

| Category | Activity | Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences | Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education / Management | Maximum score for University / College teacher* |
|--------------|---|--|--|---|
| III (A) | Research Papers published in: | Refereed Journals as notified by the UGC# | Refereed Journals as notified by the UGC# | 25 per Publication |
| | | Other Reputed Journals as notified by the UGC# | Other Reputed Journals as notified by the UGC # | 10 per Publication |
| III (B) | Publications other than journal articles (books, chapters in books) | Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | 30 per Book for Single Author |
| | | Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC. | Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC. | 20 per Book for Single Author |
| | | Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | 15 per Book for Single Author |
| | | Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | International –10 per Chapter National – 5 per Chapter |
| III (C) | RESEARCH PROJECTS | | | |
| III (C) (i) | Sponsored Projects | (a) Major Projects with grants above Rs. 30 lakhs | Major Projects with grants above Rs. 5 lakhs | 20 per Project |
| | | (b) Major Projects with grants above Rs. 5 lakhs up to Rs. 30 lakhs | Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs | 15 per Project |
| | | (c) Minor Projects with grants above Rs. 1 lakh up to Rs. 5 lakhs | Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs | 10 per Project |
| III (C) (ii) | Consultancy Projects | Amount mobilized with a minimum of Rs.10 lakhs | Amount mobilized with a minimum of Rs. 2 lakhs | 10 for every Rs.10 lakhs and Rs.2 lakhs, |

| | | | | |
|------------------|---|---|---|---|
| | | | | respectively |
| III (C) (iii) | Projects Outcome / Outputs | Patent / Technology transfer / Product / Process | Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies | 30 for each International / 20 for each national level output or patent. Major policy document of International bodies - 30 Central Government - 20, State Govt.-10 Local bodies - 5 |
| III (D) | RESEARCH GUIDANCE | | | |
| III(D)(i) | M.Phil. | Degree awarded | Degree awarded | 5 per candidate |
| III(D) (ii) | Ph.D. | Degree awarded / Thesis submitted | Degree awarded / Thesis submitted | 15/10 per candidate |
| III E | Fellowships, Awards and Invited lectures delivered in conferences / seminars | | | |
| III(E) (i) | Fellowships/ Awards | International Award/Fellowship from academic bodies | International Award / Fellowship from academic bodies/associations | 15 per Award / 15 per Fellowship |
| | | National Award/Fellowship from academic bodies | National Award/Fellowship from academic bodies/associations | 10 per Award / 10 per Fellowship |
| | | State/University level Award from academic bodies | State/University level Award from academic bodies/associations | 5 Per Award |
| III(E) (ii) | Invited lectures / papers | International | International | 7 per lecture / 5 per paper presented |
| | | National level | National level | 5 per lecture / 3 per paper presented |
| | | State/University level | State/University level | 3 per lecture / 2 per paper presented |
| | The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period | | | |
| III(F) | Development of e-learning delivery process/material | | | 10 per module |

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the "List of Journals" notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo-moto, recommend journals for inclusion in the "List of Journals". The clause 6.0.5 (i) will be strictly followed by the University.

APPENDIX - III TABLE - II (A)

MINIMUM APIS AS PROVIDED IN APPENDIX - III TABLE I TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN UNIVERSITY DEPARTMENTS AND COLLEGES, AND WEIGHTAGES FOR EXPERT ASSESSMENT

| Category | Activity | Assistant Professor / equivalent | Assistant Professor / equivalent | Assistant Professor (Stage 3) to Assoc. Professor/equivalent | Associate Professor (Stage 4) to | Professor (Stage 5) to |
|----------|----------|--|--|--|--|---------------------------|
|----------|----------|--|--|--|--|---------------------------|

| | | cadres: (Stage 1 to Stage 2) | cadres: (Stage 2 to Stage 3) | cadres (Stage 4) | Professor /equivalent cadres (Stage 5) | Professor (Stage 6) |
|----------|--|--|--|--|--|--|
| I | Teaching-learning, Evaluation Related Activities | 80/Year | 80/year | 75/year | 70/year | 70/year |
| II | Professional Development and Extension activities - Minimum score required to be assessed cumulatively | 50 / Assessment period | 50 / Assessment period | 50 / Assessment period | 50 / Assessment period | 100 / Assessment period |
| III | Research and Academic Contributions- Minimum Score required - to be assessed cumulatively | 20 / Assessment period | 50 / Assessment period | 75 / Assessment period | 100 / Assessment period | 400 / Assessment period |
| II + III | Minimum total API score under Categories II and III* | 90 / Assessment period | 120 / Assessment period | 150 / Assessment period | 180 / Assessment period | 600 / Assessment period |
| IV | Expert Assessment System | Screening cum evaluation committee | Screening cum evaluation committee | Selection Committee | Selection Committee | Expert Committee |
| V | Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50) | No separate points. Screening committee to verify API scores | No separate points. Screening Committee to verify API scores | 30% - Research Contribution 50% - Assessment of domain knowledge & teaching practices. 20% - Interview performance | 50% Research Contribution. 30% Assessment of domain knowledge & teaching practices. 20 % - Interview performance | 50% Research Contribution. 50%- Performance evaluation and other credential by referral procedure |

* Teachers may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.

APPENDIX - III TABLE - II(B)

Minimum Scores for APIs for direct recruitment of teachers in university departments / Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

| | Assistant (Stage 1) | Professor | Associate Professor (Stage 4) | Professor (Stage 5) |
|-------------|---------------------|-----------|------------------------------------|------------------------|
| Minimum API | Minimum | | Consolidated API score requirement | Consolidated API score |

| Scores | Qualification as stipulated in these regulations | of 300 points from categories II & III of APIs (cumulative) | requirement of 400 points from categories II & III of APIs (cumulative) |
|--|--|--|---|
| Selection Committee criteria / weightages (Total Weightages = 100) | a) Academic Record and Research Performance (50%) b) Assessment of Domain Knowledge & Teaching Skills (30%) c) Interview performance (20%) | a) Academic Background (20%) b) Research performance based on API score and quality of publications (40%) c) Assessment of Domain Knowledge and Teaching Skills (20%) d) Interview performance: (20%) | a) Academic Background (20%) b) Research performance based on API score and quality of publications (40%). c) Assessment of Domain knowledge and Teaching Skills (20%). d) Interview performance:(20%) |

APPENDIX-III - TABLE: III

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN UNIVERSITIES AND COLLEGES

| S.No. | Promotion of Teachers through CAS | Service requirement | Minimum Academic Performance Requirements and Screening/Selection Criteria |
|-------|--|---|--|
| 1 | Assistant Professor/ equivalent cadres from Stage 1 to Stage 2 | Assistant Professor in Stage 1 and completed four years of service with Ph.D. or five years of service who are with M.Phil / PG Degree in Professional Courses such as LLM, M.Tech, M.V.Sc., M.D., or six years of service who are without Ph.D/ M.Phil / PG Degree in Professional courses | (i) Minimum cumulative API scores using PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). (ii) One Orientation and one Refresher / Research Methodology Course of 2/3 weeks duration. (iii) Screening cum Verification process for recommending promotion. |
| 2. | Assistant Professor/ equivalent cadres from Stage 2 to Stage 3 | Assistant Professor with completed service of five years in Stage 2. | (i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II(A) (ii) One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2/3 week duration. (iii) Screening cum Verification process for recommending promotion. |
| 3. | Assistant Professor (Stage 3) to Associate Professor (Stage 4) | Assistant Professors with three years of completed service in Stage 3. | (i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). (ii) At least three publications in the entire period as Assistant Professor (twelve years). However, in the case of College teachers, an exemption of one publication may be given to M. Phil. holders and an exemption of two publications may be given to Ph. D. holders. (iii) One course / programme from among the categories of methodology workshops, Training, Teaching-Learning - Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of minimum one week duration. (iv) A selection committee process as stipulated in the regulation and in Tables II(A). |
| 4. | Associate Professor (Stage | Associate Professor with three years of completed | (i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided |

| | | | |
|----|---|---|---|
| | 4) to Professor (Stage 5) | service in Stage 4. | in Table II (A). Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required. (ii) A minimum of five <u>publications</u> since the period that the teacher is placed in stage 3. (iii) A selection committee process as stipulated in the regulation and in Tables II (A). |
| 5. | Professor (Stage 5) to Professor (Stage 6). | Professor with ten years of completed service (universities only) | (i) Minimum cumulative API scores for the assessment period as per the norms provided in Table II (A). (ii) Additional credentials are to be evidenced by: (a) post-doctoral research outputs of high standard; (b) awards / honours / recognitions / patents and IPR on products and processes developed / technology transfer achieved; and (c) Additional research degrees like D.Sc., D.Litt., LL.D., etc., (iii) A review process by an Expert Committee as stipulated in this regulation and in Tables II (A).. |

APPENDIX – III: TABLE IV

ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF ASSISTANT DIRECTOR OF PHYSICAL EDUCATION & SPORTS AND FOR COLLEGE DIRECTOR OF PHYSICAL EDUCATION & SPORTS AND FOR DIRECT RECRUITMENT OF DEPUTY DIRECTOR AND DIRECTOR OF PHYSICAL EDUCATION & SPORTS IN UNIVERSITIES.

Direct Workload and weightage to be given to different levels of Physical Education Personnel

| | Direct working hours per week | Weightage |
|--|-------------------------------|-----------|
| Assistant Director of Physical Education | 40 | 100 |
| Deputy Director of Physical Education | 36+4* | 90 |
| Director of Physical Education | 32+8* | 80 |

Based on the Physical Education Personnel's self-assessment, API scores are proposed for (a) Lecture cum practice based athlete / sports classes coaching and training related activities; (b) Organizing and conducting sports and games competitions and management related activities; and (c) upgradation of sports infrastructure and extension services etc. The minimum API score required by Physical Education Personnel from this category is different for different levels of promotion. The self assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

***Hours spent on administrative responsibilities, innovation, upgradation of services, extension services etc.**

CATEGORY I: TEACHING, TRAINING, COACHING, SPORTS PERSON DEVELOPMENT AND SPORTS MANAGEMENT ACTIVITIES

| Nature of Activity | Assistant Director / College Director | | Deputy Director | | Director | |
|---|---------------------------------------|---|-----------------|--|------------|--|
| | Max. Score | Actual Score | Max. Score | Actual Score | Max. Score | Actual Score |
| a) Lecture cum practice based athlete / sports classes, seminars undertaken as per allotted hours /organizing and conducting coaching camps / sports person development / training programmes (50 Points) Identifying sports talents and Mentoring sports excellence among students (20 Points) Development and maintenance of play fields, purchase and maintenance of other sports facilities (10 Points) | 80 | Actual hours spent per academic year ÷ 17.5 | 70 | Actual hours spent per academic year ÷ 17.25 | 60 | Actual hours spent per academic year ÷ 16.75 |

| | | | | | | |
|---|----|---|----|---|----|---|
| b) Management of Physical Education & Sports Program for students (planning, executing and evaluating the policies in physical education & Sports) (10 Points) Organizing and conducting sports and games competitions at the International / National / State / Inter University/Inter Zonal Levels (10 Points) | 10 | Actual hours spent per academic year ÷ 10 | 10 | Actual hours spent per academic year ÷ 10 | 10 | Actual hours spent per academic year ÷ 10 |
| c) Upgradation of scientific and technological knowledge in Physical Education and Sports (10 Points) Extending services, sports facilities and training on holidays to the institutions and organizations (10 Points) | 10 | Actual hours spent per academic year ÷ 10 | 10 | Actual hours spent per academic year ÷ 10 | 10 | Actual hours spent per academic year ÷ 10 |

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the Physical Education Cadre's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Director of Physical Education / College Director of Physical Education & Sports to higher grades and selection committee for the promotion of Assistant DPE&S to Deputy DPE&S and for direct recruitment of Deputy DPE&S and DPE&S.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages without changing the minimum total API score required under this category.

| Nature of Activity | Maximum API Score | Actual score |
|--|-------------------|---|
| a) Student related co-curricular, extension and field based activities (i) Discipline related co-curricular activities (Cultural, Sports, NSS, NCC etc.) (various levels of intramural and extramural programmes) (ii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.) | 15 | Actual hours spent per academic year ÷ 10 |
| b) Contribution to Corporate life and management of the sports units and institution through participation in sports and administrative committees and responsibilities(including as Principal / Director / Convener / similar other duties that require regular office hrs for its discharge) | 15 | Actual hours spent per academic year ÷ 10 |
| c) Professional Development activities (such as participation in seminars, conferences, short term training courses, camps & events, talks, lectures in refresher / faculty development courses, membership of associations, dissemination and general articles and any other contribution) | 15 | Actual hours spent per academic year ÷ 10 |

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the self-assessment, API scores are proposed for research and sports contributions. The minimum API scores required from this category are different for different levels of promotion in universities/colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Director of Physical Education & Sports to higher grades and Selection Committee for the promotion of Assistant Director of Physical Education & Sports to Deputy Director of Physical Education & Sports and for direct recruitment of Deputy Director of Physical Education & Sports and Director of Physical Education & Sports.

| Category | Activity | Faculties of Physical Education& Sports | Max.score for University/College DPE* |
|----------|----------|---|---------------------------------------|
|----------|----------|---|---------------------------------------|

| | | | |
|--------------|--|--|--|
| III (A) | Research Publications in | Refereed Journals as notified by the UGC# | 25 per Publication |
| | | Other Reputed Journals as notified by the UGC# | 10 per Publication |
| III (B) | Publications other than journal articles (books, chapters in books) | Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | 30 per Book for Single Author |
| | | Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC. | 20 per Book for Single Author |
| | | Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | 15 per Book for Single Author |
| | | Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | International –10 per Chapter National – 5 per Chapter |
| | | | |
| III (C) | RESEARCH PROJECTS | | |
| III (C) (i) | Sponsored Projects | Major Projects with grants above Rs. 5 lakhs | 20 per Project |
| | | Major Projects with grants above Rs.3 lakhs up to Rs.5 lakhs | 15 per Project |
| | | Minor Projects with grants above Rs. 1 lakh up to Rs.3 lakhs | 10 per Project |
| III (C)(ii) | Consultancy Projects | Amount mobilized with a minimum of Rs. 2 lakhs | 10 for every Rs.2 lakhs |
| III (C)(iii) | Projects Outcome / Outputs | Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies | Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5 |
| III (D) | RESEARCH GUIDANCE | | |
| III(D)(i) | M.Phil. | Degree awarded | 5 per candidate |
| III(D)(ii) | Ph.D. | Degree awarded / Thesis submitted | 15 / 10 per candidate |
| | | | 10 per candidate |
| III E | Awards / Fellowships/Invited lectures delivered / papers presented in conferences / seminars | | |
| III(E) (i) | Award / Fellowship | International Award/Fellowship from Govt./recognized International Sports Bodies/International Sports Organizations | 15 per Award / 15 per Fellowship |
| | Award / Fellowship | National Award/Fellowship from Govt./recognized National Sports Bodies/National Sports Organizations | 10 per Award / 10 per Fellowship |
| | Award /Fellowship | State / University Award/Fellowship from Govt./recognized State Sports Bodies/State Sports Organizations | 5 Per Award |
| III(E) (ii) | Invited lectures / papers presented | International | 7 per lecture / 5 per paper presented |
| | | National level | 5 per lecture / 3 per paper presented |
| | | State/University level | 3 per lecture / 2 per paper presented |
| | The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period | | |
| III(E) | Development of e-learning delivery process/material | | 10 per module |

| | |
|-------|--|
| (iii) | |
|-------|--|

* Wherever relevant, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications/books shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor of the teacher would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the "List of Journals" notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo-moto, recommend journals for inclusion in the "List of Journals". The clause 6.0.5 (i) will be strictly followed by the University.

APPENDIX - III TABLE - V (A)

MINIMUM APIs AS PROVIDED IN APPENDIX - III TABLE I TO BE APPLIED FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF ASSISTANT/COLLEGE DIRECTOR AND DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES, IN UNIVERSITIES AND COLLEGES

| Category | Activity | Assistant / College Director of Physical Education (Stage 1 to Stage 2) | Assistant / College Director of Physical Education (Stage 2 to Stage 3) | Assistant/College Director of Physical Education(Stage 3) to Deputy/College Director of Physical Education (Stage 4) | Deputy Director of Physical Education (Stage 4) to Director of Physical Education (Stage 5) |
|----------|---|---|---|--|---|
| I | Teaching, training, coaching, sports person development and sports management activities | 80/Year | 80/year | 75/year | 70/year |
| II | Professional Development and Extension activities - Minimum score required to be assessed cumulatively | 50/ Assessment period | 50 / Assessment period | 50 / Assessment period | 50 / Assessment period |
| III | Research and Academic Contributions - Minimum score required - to be assessed cumulatively | 20 / Assessment period | 50 / Assessment period) | 75 / Assessment period | 100 / Assessment period |
| II + III | Minimum total API score under Categories II and III* | 90 / Assessment period | 120 / Assessment period) | 150 / Assessment period | 180 / Assessment period |
| | Expert Assessment System | Screening cum evaluation committee | Screening cum evaluation committee | Selection Committee | Selection Committee |
| V | Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50) | No separate points. Screening Committee to verify API scores | No separate points. Screening Committee to verify API scores | 30%- Research contribution 50% - Assessment of domain knowledge & teaching practices. 20%- Interview performance | 50%- Research contribution. 30%- Assessment of domain knowledge and teaching practices. 20 %- Interview |

| | | | | | |
|--|--|--|--|--|-------------|
| | | | | | performance |
|--|--|--|--|--|-------------|

* One may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.

APPENDIX - III TABLE - V(B)

Minimum Scores for APIs for direct recruitment of Physical Education Cadres in Universities / Colleges, and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

| | Assistant DPE (Stage 1) | Deputy DPE (Stage 4) | DPE (Stage 5) |
|--|--|---|---|
| Minimum API Scores | Minimum Qualification as stipulated in the regulations | Consolidated API score requirement of 300 points from categories II & III of APIs (cumulative) | Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative) |
| Selection Committee criteria / weightages (Total Weightages = 100) | a) Track Record of championship won (30%) b) Sports and athletic skills (40%) c) Interview performance (30%) | a) Research papers (3 nos) evaluation:(40%) b) Organisational skills / Plans of sports (30%) c) Interview performance (30%) | a) Research papers (5 nos) evaluation (50%) b) Organisational track vision plan: (25%) c) Interview performance (25%) |

APPENDIX-III - TABLE VI

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF PHYSICAL EDUCATION CADRES IN UNIVERSITIES AND COLLEGES

| Sl.No. | Promotion of Physical Education Cadres through CAS | Service (as prescribed by the MHRD Notification) requirement | Minimum Academic Performance Requirements and Screening/Selection Criteria |
|--------|--|---|--|
| 1 | Assistant DPE/ College DPE to Assistant DPE (Senior Scale) / College DPE (Senior Scale) (Stage 1 to Stage 2) | Assistant DPE / College DPE completed four years of service in Stage 1 with Ph.D. or five years of service with M.Phil. or six years of service without Ph.D./ M.Phil | (i) Minimum cumulative API scores using PBAS scoring proforma developed by the UGC as per the norms provided in Table V (A). (ii) One Orientation and one Refresher / Research Methodology Course of 3/4 weeks duration. (iii) Screening cum Verification process for recommending promotion. |
| 2. | Assistant DPE (senior scale) / College DPE (senior scale) to Deputy DPE / Assistant DPE (selection grade) / College DPE (selection grade) (Stage 2 to Stage 3) | Assistant DPE (senior scale) College DPE (senior scale) with completed service of five years in Stage 2 | (i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table V(A) (ii) One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 3/4 week duration. (iii) Screening cum Verification process for recommending promotion. |
| 3. | Assistant DPE (Selection Grade) / College DPE (Selection Grade) to Deputy DPE / College DPE (Selection Grade) (Stage 3 to Stage 4). | Assistant DPE (Selection Grade) / College DPE (Selection Grade) with three years of completed service in Stage 3. | (i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table V(A). (ii) At least three publications in the entire period as Assistant/College DPE (twelve years). However, in the case of College DPE, an exemption of one publication may be given to M. Phil. holders and an exemption of two publications may be given to Ph. D. holders. (iii) Evidence of having produced teams / athletes |

| | | | |
|----|--|--|---|
| | | | (iv) A selection committee process as stipulated in the regulation and in Tables V(A). |
| 4. | University DPE (Stage 5) (For universities only) | Deputy DPE in universities with three years of completed service in Stage 4. | (i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table V(A). Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required. (ii) A minimum of five publications since the period the personnel is placed in stage 3 (iii) Evidence of having produced. teams / athletes (iv) A selection committee process as stipulated in the regulation and in Tables V(A). |

Note: The explanatory note provided for Table IIA for CAS for teachers is also applicable for the Physical Director cadres as per the API score specified for this cadre.

APPENDIX- III TABLE VII

ACADEMIC PERFORMANCE INDICATORS (API) FOR PROMOTIONS OF ASSISTANT LIBRARIAN IN UNIVERSITIES / FOR COLLEGE LIBRARIAN UNDER CAREER ADVANCEMENT SCHEME (CAS) AND FOR DIRECT RECRUITMENT OF DEPUTY LIBRARIAN AND LIBRARIAN IN UNIVERSITIES.

Direct Work load and weightage to be given to different levels of Librarians

| | Direct working hours per week | Weightage |
|---------------------------------------|-------------------------------|-----------|
| Assistant Librarian/College Librarian | 40 | 100 |
| Deputy Librarian | 36+4* | 90 |
| Librarian | 32+8* | 80 |

Based on the Librarian Cadre's self-assessment, API scores are proposed for (a) Library resources organization and maintenance of books, journals, reports, Development, organization and management of e-resources; User awareness and instruction programmes, (b) ICT and other new technologies' application for upgradation of library services and (c) Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms. The minimum API score required by Library Personnel from this category is different for different levels of promotion. The self assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

*Hours spent on administrative responsibilities, innovation, upgradation of services, extension services etc.

CATEGORY I: Procurement, organization, and delivery of knowledge and information through Library services

| Nature of Activity | Univ.Assistant Librarian/College Librarian | | Deputy Librarian | | Librarian | |
|--|--|---|------------------|---|------------|---|
| | Max. Score | Actual Score | Max. Score | Actual Score | Max. Score | Actual Score |
| a) Library resources organization and maintenance of books, journals, reports; Provision of library reader- services, literature retrieval services to researchers and analysis of reports; Provision of assistance to the departments of University/College with the required inputs for preparing reports, manuals and related documents; Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc. (40 Points) Development, organization and management of e-resources including their accessibility over Intranet / Internet, digitization of library | 70 | Actual hours spent per academic year ÷ 20 | 60 | Actual hours spent per academic year ÷ 20 | 55 | Actual hours spent per academic year ÷ 20 |

| | | | | | | |
|--|----|---|----|---|----|---|
| resources, e-delivery of information, etc (15 Points) User awareness and instruction programmes (Orientation lectures, users' training in the use of library services as e-resources, OPAC; knowledge resources user promotion programmes like organizing book exhibitions, other interactive latest learning resources, etc. (15 Points) | | | | | | |
| b) ICT and other new technologies' application for upgradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security (technology based methods such as RFID, CCTV), development of library management tools (software), Intranet management | 15 | Actual hours spent per academic year ÷ 10 | 15 | Actual hours spent per academic year ÷ 10 | 15 | Actual hours spent per academic year ÷ 10 |
| c).Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms | 15 | Actual hours spent per academic year ÷ 10 | 15 | Actual hours spent per academic year ÷ 10 | 10 | Actual hours spent per academic year ÷ 10 |

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the Librarian Cadre's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian / College Librarian to higher grades and selection committee for the promotion of Assistant Librarian to Deputy Librarian and for direct recruitment of Deputy Librarian and Librarian.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages without changing the minimum total API score required under this category.

| Nature of Activity | Maximum API Score | Actual score |
|--|-------------------|---|
| a) Student related co-curricular, extension and field based activities (such Cultural exchange and Library service Programmes (various level of extramural and intramural programmes); extension, library-literary work through different channels. | 15 | Actual hours spent per academic year ÷ 10 |
| b) Contribution to Corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities. | 15 | Actual hours spent per academic year ÷ 10 |
| c) Professional Development activities (such as participation in seminars, conferences, short term, e- library training courses, workshops and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below) | 15 | Actual hours spent per academic year ÷ 10 |

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the self-assessment, API scores are proposed for research and library contributions. The minimum API scores required from this category are different for different levels of promotion in universities/colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the

promotion of Assistant Librarian / College Librarian to higher grades and Selection Committee for the promotion of Assistant Librarian to Deputy Librarian and for direct recruitment of Deputy Librarian and Librarian.

| Category | Activity | University/College Librarians | Max.score * |
|--|--|--|--|
| III (A) | Research Publications in | Refereed Journals as notified by the UGC# | 25 per Publication |
| | | Other Reputed Journals as notified by the UGC# | 10 per Publication |
| III (B) | Publications other than journal articles (books, chapters in books) | Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | 30 per Book for Single Author |
| | | Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC. | 20 per Book for Single Author |
| | | Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | 15 per Book for Single Author |
| | | Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | International –10 per Chapter National – 5 per Chapter |
| III (C) | RESEARCH PROJECTS | | |
| III (C) (i) | Sponsored Projects | Major Projects with grants above Rs. 5 lakhs | 20 per Project |
| | | Major Projects with grants above Rs.3 lakhs up to Rs.5 lakhs | 15 per Project |
| | | Minor Projects with grants above Rs. 1 lakh up to Rs.3 lakhs | 10 per Project |
| III (C)(ii) | Consultancy Projects | Amount mobilized with a minimum of Rs. 2 lakhs | 10 for every Rs.2 lakhs |
| III (C)(iii) | Projects Outcome / Outputs | Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies prepared | Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5 |
| III (D) | RESEARCH GUIDANCE | | |
| III(D)(i) | M.Phil. | Degree awarded | 5 per candidate |
| III(D)(ii) | Ph.D. | Degree awarded / Thesis submitted | 15 /10 per candidate |
| III E | Awards / Fellowships/Invited lectures delivered / papers presented in conferences / seminars | | |
| III(E) (i) | Award / Fellowship | International Award/Fellowship from academic bodies/ associations | 15 per Award / 15 per Fellowship |
| | Award / Fellowship | National Award/Fellowship academic bodies/ associations | 10 per Award / 10 per Fellowship |
| | Award/Fellowship | State / University Award/Fellowship from academic bodies/associations | 5 Per Award |
| III(E) (ii) | Invited lectures / papers presented | International | 7 per lecture / 5 per paper presented |
| | | National level | 5 per lecture / 3 per paper presented |
| | | State/University level | 3 per lecture / 2 per paper presented |
| The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period | | | |

| | | |
|-----------------|--|---------------|
| III(E) (iii) | Development of e-delivery process/material | 10 per module |
|-----------------|--|---------------|

* Wherever relevant, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications/books shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor of the teacher would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the "List of Journals" notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo motu, recommend journals for inclusion in the "List of Journals". The clause 6.0.5 (i) will be strictly followed by the University.

APPENDIX - III TABLE - VIII (A)

MINIMUM APIs FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF ASSISTANT/COLLEGE LIBRARIAN AND DEPUTY LIBRARIAN AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES, IN UNIVERSITIES AND COLLEGES

| Category | Activity | Assistant / College Librarian (Stage 1 to Stage 2) | Assistant / College Librarian (Stage 2 to Stage 3) | Assistant/College Librarian (Stage 3) to Deputy/College Librarian (Stage 4) | Deputy Librarian (Stage 4) to Librarian (Stage 5) |
|----------|---|---|---|---|---|
| I | Procurement, organization, and delivery of knowledge and information through Library services | 80/Year | 80/year | 75/year | 70/year |
| II | Professional Development and Extension activities - Minimum score required to be assessed cumulatively | 50/ Assessment period | 50 / Assessment period | 50 / Assessment period | 50 / Assessment period |
| III | Research and Academic Contributions – Minimum Score required - to be assessed cumulatively | 20 / Assessment period | 50 / Assessment period | 75 / Assessment period | 100 / Assessment period |
| II + III | Minimum total API score under Categories II and III* | 90 / Assessment period | 120 / Assessment period | 150 / Assessment period | 180 / Assessment period |
| | Expert Assessment System | Screening cum evaluation committee | Screening cum evaluation committee | Selection Committee | Selection Committee |
| IV | Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. | No separate points. Screening committee to verify API scores | No separate points. Screening committee to verify API scores | 30% - Library related research papers evaluation 50% - Assessment of domain knowledge on Library automation and | 50% Library publication work 30% Assessment of innovative Library service and organization of digital library |

| | | | | | |
|--|---------------------------|--|--|--|--|
| | Minimum required (50)) | | | Organizational skills 20 % - Interview performance | services 20% Interview performance |
|--|---------------------------|--|--|--|--|

* One may score the balance points from either Category II or Category III to achieve the minimum score required under Category II+ III.

APPENDIX - III TABLE – VIII (B)

Minimum APIs and Other Norms for the Direct Recruitment of Librarian Positions in University Departments/Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

| Minimum Norm / Criteria | Assistant University Librarian / College Librarian (Stage 1) | Deputy Librarian in universities (Stage 4) | Librarian (university only) (Stage 5) |
|---|--|---|--|
| API score (Research and Academic Contribution - Category III) | Minimum Qualification as stipulated in the regulations | Consolidated API score requirement of 300 points from categories II & III of APIs (cumulative) | Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative) |
| Selection Committee criteria/weightages (Total weightage = 100) | a) Teaching / computer and communication skills by a Lecture demonstration (50%) b) Record of Library management skills (20%) c) Interview performance (30%) | a) Library related Research / Theme papers (3 Nos) Evaluation: (50%) .b) Library automation skills and Organizational Plans (20%) .c) Interview performance (30%) | a) Library Research papers (Five) evaluation (60%) b) organizational track record of innovation library service and vision plan (20%) c) Interview performance (20%) |

APPENDIX-III - TABLE IX

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF LIBRARIAN CADRES IN UNIVERSITIES AND COLLEGES

| Sl.No. | Promotion of Librarian Cadres through CAS | Service (as prescribed by the MHRD Notification) requirement | Minimum Academic Performance Requirements and Screening/Selection Criteria |
|--------|---|--|--|
| 1 | Assistant Librarian/ College Librarian to Assistant Librarian (Senior Scale) / College Librarian (Senior Scale) (Stage 1 to Stage 2) | Assistant Librarian/ College Librarian completed four years of service in Stage 1 with Ph.D. or five years of service with M.Phil. or six years of service without Ph.D./ M.Phil | (i) Minimum API scores using PBAS scoring proforma developed by the university as per the norms provided in Table VIII (A) of Appendix III for Librarian cadres in universities and for college Librarian cadres. (ii) One Orientation and one Refresher Course of 3/4 weeks duration (iii) Screening cum Verification process for recommending promotion. |
| 2. | Assistant Librarian (senior scale) / College Librarian (senior scale) to Assistant Librarian (selection grade) / College Librarian (selection grade) (Stage 2 to Stage 3) | Assistant Librarian (senior scale) / College Librarian (senior scale) with completed service of five years in Stage 2 | (i) Minimum API scores using the PBAS scoring proforma developed by University as per the norms provided in Table VIII (A) of Appendix III for Librarian Cadres in universities and for college librarian cadres. (ii) Additionally, two refresher courses, for a minimum period of 3 to 4 week duration to have been undergone during the assessment period. (iii) Screening cum Verification process for recommending promotion. |
| 3. | Assistant Librarian (Selection Grade) / College Librarian (Selection Grade) | Deputy Librarian / Assistant Librarian (Selection Grade) / College Librarian | (i) Minimum API scores using the PBAS scoring proforma developed by university as per the norms provided in Table VIII (A) of Appendix III. Three publications over twelve years. In Colleges, an exemption of one publication |

| | | | |
|----|--|--|---|
| | to Deputy Librarian / College Librarian (Selection Grade) (Stage 3 to Stage 4) | (Selection Grade) with three years of completed service in Stage 3. | will be given to M. Phil holders and two publications to Ph. D. Holders. (ii) Additionally one course/training under the categories of Library automation / Analytical tool Development for academic documentation. (iii) A selection committee process as stipulated in the Regulation and in Table VIII (A) |
| 4. | University Librarian (Stage 5) (For universities only) | Deputy Librarian in universities with three years of completed service in Stage 4. | (i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table VIII (A). Librarians may combine two assessment periods (in Stages 3 and 4) to achieve minimum API scores, if required. (ii) A minimum of five publications since the period that the teacher is placed in stage 3 (iii) Evidence of innovative library service and organization of published work. (iv) A selection committee process as stipulated in the regulation and in Table VIII (A) |

Note: The explanatory note provided for Table IIA for CAS for teachers is also applicable for the Librarian cadres as per the API score specified for this cadre.

UNIVERSITY GRANTS COMMISSION**NOTIFICATION**

New Delhi, the 18th July, 2018

UGC REGULATIONS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION, 2018

No. F.1-2/2017(EC/PS).—In exercise of the powers conferred under clause (e) and (g) of sub-section(I) of Section 26 read with Section 14 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the “UGC Regulations on Minimum qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010” (Regulation No.F.3-1/2009 dated 30th June, 2010) together with all amendments made therein from time to time, the University Grants Commission, hereby, frames the following Regulations, namely:-

1. Short title, application and commencement:

- 1.1 These Regulations may be called the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018.
- 1.2 These shall apply to every University established or incorporated by or under a Central Act, Provincial Act or a State Act, every Institution including a Constituent or an affiliated College recognized by the Commission, in consultation with the University concerned under Clause (i) of Section 2 of the University Grants Commission Act, 1956 and every Institution deemed to be a University under Section 3 of the said Act.
- 1.3 These shall come into force from the date of notification.
2. The Minimum Qualifications for appointment and other service conditions of University and College teachers, Librarians, and Directors of Physical Education and Sports as a measure for the maintenance of standards in higher education, shall be as provided in the Annexure to these Regulations.
3. If any University contravenes the provisions of these Regulations, the Commission after taking into consideration the cause, if any, shown by the University for such failure or contravention, may withhold from the University, the grants proposed to be made out of the Fund of the Commission.

UGC REGULATIONS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND OTHER MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION, 2018**Minimum qualifications for the posts of Senior Professor, Professors and Teachers, and other Academic Staff in Universities and Colleges and revision of pay scales and other Service Conditions pertaining to such posts.****1.0 Coverage**

These Regulations are issued for minimum qualifications for appointment and other service conditions of University and College teachers and cadres of Librarians, Directors of Physical Education and Sports for maintenance of standards in higher education and revision of pay-scales.

- 1.1 For the purposes of direct recruitment to teaching posts in disciplines relating to university and collegiate education, interalia in the fields of health, medicine, special education, agriculture, veterinary and allied fields, technical education, teacher education, norms or standards laid down by authorities established by the relevant Act of Parliament under article 246 of the Constitution for the purpose of co-ordination and determination of standards in institutions for higher education or research and scientific and technical institutions, shall prevail
 - i. Provided that where no such norms and standards have been laid down by any regulatory authority, UGC Regulations herein shall be applicable till such time as any norms or standards are prescribed by the appropriate regulatory authority.
 - ii. Provided further that for appointment to the post of Assistant Professor and equivalent positions pertaining to disciplines in which the National Eligibility Test (NET), conducted by the University Grants Commission or Council of Scientific and Industrial Research as the case may be, or State level

Eligibility Test (SLET) or the State Eligibility Test (SET), conducted by bodies accredited by the UGC for the said purpose, qualifying in NET/SLET/SET shall be an additional requirement.

- 1.2 Every university or institution deemed to be University, as the case may be, shall as soon as may be, but not later than within six months of the coming into force of these Regulations, take effective steps for the amendment of the statutes, ordinances or other statutory provisions governing it, so as to bring the same in accordance with these Regulations.

2.0 Pay Scales, Pay Fixation, and Age of Superannuation

Pay scales as notified by the Government of India from time to time will be adopted by the University Grants Commission.

- 2.1 Subject to the availability of vacant positions and fitness, teachers such as Assistant Professor, Associate Professor, Professor and Senior Professor only, may be re-employed on contract appointment beyond the age of superannuation, as applicable to the concerned University, college and Institution, up to the age of seventy years.

Provided further that all such re-employment shall be strictly in accordance with the guidelines prescribed by the UGC, from time to time.

- 2.2 **The date of implementation of the revision of pay shall be 1st January, 2016.**

3.0 Recruitment and Qualifications

- 3.1 The direct recruitment to the posts of Assistant Professor, Associate Professor and Professor in the Universities and Colleges, and Senior Professor in the Universities, shall be on the basis of merit through an all-India advertisement, followed by selection by a duly-constituted Selection Committee as per the provisions made under these Regulations. These provisions shall be incorporated in the Statutes/Ordinances of the university concerned. The composition of such a committee shall be as specified in these Regulations.

- 3.2 The minimum qualifications required for the post of Assistant Professor, Associate Professor, Professor, Senior Professor, Principal, Assistant Librarian, Deputy Librarian, Librarian, Assistant Director of Physical Education and Sports, Deputy Director of Physical Education and Sports and Director of Physical Education and Sports, shall be as specified by the UGC in these Regulations.

3.3

- I. The National Eligibility Test (NET) or an accredited test (State Level Eligibility Test SLET/SET) shall remain the minimum eligibility for appointment of Assistant Professor and equivalent positions wherever provided in these Regulations. Further, SLET/SET shall be valid as the minimum eligibility for direct recruitment to Universities/Colleges/Institutions in the respective state only:

Provided that candidates who have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation, 2009, or the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation, 2016, and their subsequent amendments from time to time, as the case may be, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or any equivalent position in any University, College or Institution.

Provided further that the award of degree to candidates registered for the M.Phil/Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree. All such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions:

- a) The Ph.D. degree of the candidate has been awarded in regular mode only;
- b) The Ph.D. thesis has been awarded by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate has been conducted;
- d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
- e) The candidate has presented at least two papers, based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ ICSSR/CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

- II.** The clearing of NET/SLET/SET shall not be required for candidates in such disciplines for which NET/SLET/SET has not been conducted.
- 3.4** A minimum of 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed) at the Master's level shall be the essential qualification for direct recruitment of teachers and other equivalent cadres at any level.
- I.** A relaxation of 5% shall be allowed at the Bachelor's as well as at the Master's level for the candidates belonging to Scheduled Caste/Scheduled Tribe/Other Backward Classes (OBC)(Non-creamy Layer)/Differently-abled ((a) Blindness and low vision; (b) Deaf and Hard of Hearing; (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid-attack victims and muscular dystrophy; (d) Autism, intellectual disability, specific learning disability and mental illness; (e) Multiple disabilities from amongst persons under (a) to (d) including deaf-blindness) for the purpose of eligibility and assessing good academic record for direct recruitment. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based only on the qualifying marks without including any grace mark procedure.
- 3.5.** A relaxation of 5% shall be provided, (from 55% to 50% of the marks) to the Ph.D. Degree holders who have obtained their Master's Degree prior to 19 September, 1991.
- 3.6** A relevant grade which is regarded as equivalent of 55%, wherever the grading system is followed by a recognized university, at the Master's level shall also be considered valid.
- 3.7** The Ph.D. Degree shall be a mandatory qualification for appointment and promotion to the post of Professor.
- 3.8** The Ph.D. Degree shall be a mandatory qualification for appointment and promotion to the post of Associate Professor.
- 3.9** The Ph.D. Degree shall be a mandatory qualification for promotion to the post of Assistant Professor (Selection Grade/Academic Level 12) in Universities.
- 3.10** The Ph.D. Degree shall be a mandatory qualification for direct recruitment to the post of Assistant Professor in Universities with effect from 01.07.2021.
- 3.11** The time taken by candidates to acquire M.Phil. and / or Ph.D. Degree shall not be considered as teaching/ research experience to be claimed for appointment to the teaching positions. Further the period of active service spent on pursuing Research Degree simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience for the purpose of direct recruitment/ promotion. Regular faculty members upto twenty per cent of the total faculty strength (excluding faculty on medical / maternity leave) shall be allowed by their respective institutions to take study leave for pursuing Ph.D. degree.
- 3.12 Qualifications:**
- No person shall be appointed to the post of University and College teacher, Librarian or Director of Physical Education and Sports, in any university or in any of institutions including constituent or affiliated colleges recognised under clause (f) of Section 2 of the University Grants commission Act, 1956 or in an institution deemed to be a University under Section 3 of the said Act if such person does not fulfil the requirements as to the qualifications for the appropriate post as provided in the Schedule 1 of these Regulations.
- 4.0 Direct Recruitment**
- 4.1 For the Disciplines of Arts, Commerce, Humanities, Education, Law, Social Sciences, Sciences, Languages, Library Science, Physical Education, and Journalism & Mass Communication.**
- I. Assistant Professor:**
- Eligibility (A or B) :**
- A.**
- i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied subject from an Indian University, or an equivalent degree from an accredited foreign university.

- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the UGC, like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET/SLET/SET :

Provided, the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions :-

- a) The Ph.D. degree of the candidate has been awarded in a regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate has been conducted;
- d) The Candidate has published two research papers from his/her Ph.D. work, out of which at least one is in a refereed journal;
- e) The candidate has presented at least two papers based on his/her Ph.D work in conferences/seminars sponsored/funded/supported by the UGC / ICSSR/ CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

Note: NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

OR

- B. The Ph.D degree has been obtained from a foreign university/institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) (ii) the Times Higher Education (THE) or (iii) the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).

Note: The Academic score as specified in Appendix II (Table 3A) for Universities, and Appendix II (Table 3B) for Colleges, shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview.

II. Associate Professor:

Eligibility:

- i) A good academic record, with a Ph.D. Degree in the concerned/allied/relevant disciplines.
- ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- iii) A minimum of eight years of experience of teaching and / or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/industry with a minimum of seven publications in the peer-reviewed or UGC-listed journals and a total research score of Seventy five (75) as per the criteria given in Appendix II, Table 2.

III. Professor:

Eligibility (A or B) :

A.

- i) An eminent scholar having a Ph.D. degree in the concerned/allied/relevant discipline, and published work of high quality, actively engaged in research with evidence of published work with, a minimum of 10 research publications in the peer-reviewed or UGC-listed journals and a total research score of 120 as per the criteria given in Appendix II, Table 2.

- ii) A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

- B.** An outstanding professional, having a Ph.D. degree in the relevant/allied/applied disciplines, from any academic institutions (not included in A above) / industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.

IV. Senior Professor in Universities

Up to 10 percent of the existing sanctioned strength of Professors in the university may be appointed as Senior Professor in the universities, through direct recruitment.

Eligibility:

- i) An eminent scholar with good track record of high-quality research publications in Peer-reviewed or UGC-listed journals, significant research contribution to the discipline, and engaged in research supervision.
- ii) A minimum of ten years of teaching/research experience as Professor or an equivalent grade in a University, College or an institute of national level.
- iii) The selection shall be based on academic achievements, favourable review from three eminent subject experts who are not less than the rank of Senior Professor or a Professor of at least ten years experience.
- iv) The selection shall be based on ten best publications in the Peer-reviewed or UGC -listed journals and award of Ph.D degrees to at least two candidates under his/her supervision during the last 10 years and interaction with the Selection Committee constituted as per the UGC Regulations.

V. College Principal and Professor (Professor's Grade)

A. Eligibility:

- (i) Ph.D. degree
- (ii) Professor/Associate Professor with a total service/ experience of at least fifteen years of teaching/research in Universities, Colleges and other institutions of higher education.
- (iii) A minimum of 10 research publications in peer-reviewed or UGC-listed journals.
- (iv) A minimum of 110 Research Score as per Appendix II, Table 2

B. Tenure

- i) A College Principal shall be appointed for a period of five years, extendable for another term of five years on the basis of performance assessment by a Committee appointed by the University, constituted as per these regulations.
- ii) After the completion of his/her term as Principal, the incumbent shall join back his/her parent organization with the designation as Professor and in the grade of the Professor.

VI. Vice Principal

An existing senior faculty member may be designated as Vice-Principal by the Governing Body of the College on the recommendation of the Principal, for a tenure of two years, who can be assigned specific activities, in addition to his/her existing responsibilities. During the absence of the Principal, for any reason, the Vice Principal shall exercise the powers of the Principal.

4.2. Music, Performing Arts, Visual Arts and Other Traditional Indian Art Forms like Sculpture, etc.

I. Assistant Professor:

Eligibility (A or B):

A.

- i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.

- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.

Provided further, candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges /Institutions subject to the fulfilment of the following conditions:

- a) Ph.D. degree has been awarded to the candidate in a regular mode
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate had been conducted;
- d) candidate has published two research papers from his/her Ph.D. work, out of which, at least one is in a refereed journal;
- e) The candidate has presented at least two research papers based on his/her Ph.D. work in conferences/seminars supported/funded/sponsored by the UGC/AICTE/ICSSR or any other similar agency.

Note 1: The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affair) of the University concerned.

Note 2: The clearance of NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC (like SLET/SET).

OR

- B.** A traditional or a professional artist with highly commendable professional achievement in the subject concerned having a Bachelor's degree, who has:

- i) studied under a noted/reputed traditional Master(s)/Artist(s)
- ii) Has been 'A' grade artist of AIR/Doordarshan;
- iii) Has the ability to explain, with logical reasoning the subject concerned; and
- iv) Has adequate knowledge to teach theory with illustrations in the discipline concerned.

II. Associate Professor :

Eligibility (A or B):

A.

- i) Good academic record, with a doctoral degree.
- ii) Performing ability of a high professional standard.
- iii) Eight year's experience of teaching in a University or College and / or of research in a University/national level institution, equal to that of Assistant Professor in a University/College.
- iv) Has made a significant contribution to knowledge in the subject concerned, as evidenced by quality publications.

OR

- B.** A traditional or a professional artist with highly-commendable professional achievement having Master's degree in the subject concerned, who has:

- i) been 'A'-grade artist of AIR/Doordarshan;
- ii) eight years' experience of outstanding performing achievement in the

- field of specialisation;
- iii) experience in designing of new courses and /or curricula;
- iv) participated in National level Seminars/Conferences/Concerts in reputed institutions' and
- v) ability to explain, with logical reasoning, the subject concerned and adequate knowledge to teach theory with illustrations in the said discipline.

III. Professor :

Eligibility (A or B):

A.

- i) An eminent scholar having a doctoral degree
- ii) Have been actively engaged in research with at least ten years of experience in teaching in University/College and / or research at the University/National level institutions
- iii) Minimum of 6 research publications in the peer-reviewed or UGC-listed journals,
- iv) Has a total research score of 120, as per Appendix II, Table 2.

OR

- B.** A traditional or a professional artist, with highly-commendable professional achievement, in the subject concerned,

- i) Having Masters degree, in the relevant subject
- ii) Has been 'A'-grade artist of AIR/Doordarshan
- iii) Has Ten years of outstanding performing achievements in the field of specialisation
- iv) Has made significant contributions in the field of specialisations and ability to guide research;
- v) Has participated in National/International Seminars/Conferences/ Workshops/Concerts and/ or recipient of National/International Awards/Fellowships;
- vi) Has the ability to explain with logical reasoning the subject concerned, and
- vii) Has adequate knowledge to teach theory with illustrations in the said discipline.

4.3 Drama Discipline:

I. Assistant Professor

Eligibility (A or B)

A.

- i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.
- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR or a similar test accredited by the UGC, like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009, or 2016, and their amendments from time to time as the case may be.

Provided further, candidates registered for the Ph.D. programme, prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institutions awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions, subject to the fulfillment of the following conditions:-

- a) The Ph.D. degree of the candidate has been awarded in the regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate has been conducted;
- d) The candidate has published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal;
- e) The candidate has presented at least two research papers based on his/her Ph.D. work in conferences/seminars supported/funded/ sponsored by the UGC/CSIR/ICSSR or any other similar agency.

Note:

1. *The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.*
2. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which the NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

OR

- B.** A traditional or a professional artist with highly commendable professional achievement in the concerned subject, who has:
- i) been a professional artist with three years' Bachelor degree/Post Graduate Diploma, with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed), from the National School of Drama, or any other such Institution in India or abroad;
 - ii) five years of regular acclaimed performance at regional/ national/ international stage, supported by evidence; and
 - iii) the ability to explain, with logical reasoning, the subject concerned and adequate knowledge to teach theory with illustrations in the discipline concerned.

II. Associate Professor:

Eligibility (A or B) :

A.

- i) A good academic record, having a Ph.D degree with performing ability of high professional standard as certified by an Expert Committee constituted by the University concerned for the said purpose.
- ii) Eight years experience of teaching in a University/College and/ or research in a University/national-level institutions equal to that of Assistant Professor in a University/College.
- iii) A significant contribution to knowledge in the subject concerned, as evidenced by the quality publications.

OR

- B.** A traditional or a professional artist, having highly commendable professional achievement in the subject concerned, has a Master's degree, who has:
- i) Been recognised artist of Stage/ Radio/TV;
 - ii) Eight years of outstanding performance in the field of specialisation;
 - iii) Experience of designing new courses and /or curricula;
 - iv) Participated in Seminars/Conferences in reputed institutions; and
 - v) The ability to explain with logical reasoning the subject concerned and adequate knowledge to teach theory with illustrations in the said discipline.

III. Professor**Eligibility (A or B) :**

- A.** An eminent scholar, having a doctoral degree, actively engaged in research with ten years of experience in teaching and /or research at a University/National-level institution, including experience of guiding research at the doctoral level, with outstanding performing achievement in the field of specialisation, with a minimum of 6 research publications in the peer-reviewed or UGC listed journals, and a total research score of 120, as per Appendix II, Table 2.

OR

- B.** A traditional and a professional artist, having highly commendable professional achievement in the subject concerned, who has:
- i) Master's degree, in the relevant subject;
 - ii) Ten years of outstanding performing achievements in the field of specialisation;
 - iii) Made significant contribution in the field of specialisation
 - iv) Guided research;
 - v) Participated in National/International Seminars/Conferences/Workshops and/or recipient of National/International Awards/Fellowships;
 - vi) Ability to explain with logical reasoning the subject concerned;
 - vii) Adequate knowledge to teach theory, with illustrations in the said discipline.

4.4 Yoga Discipline**I. Assistant Professor :****Eligibility (A or B) :**

- A.** Good academic record, with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) at the Master's degree in Yoga or any other relevant subject, or an equivalent degree from an Indian/foreign University.

Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or a similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time.

OR

- B.** A Master's degree in any discipline with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) and a Ph.D. Degree in Yoga* in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.

***Note:** Considering the paucity of teachers in the newly-emerging field of Yoga, this alternative has been provided and shall be valid only for five years from the date of notification of these Regulations

II. ASSOCIATE PROFESSOR

- i) A good academic record, with a Ph.D. degree in the subject concerned or in a relevant discipline.
- ii) A Master's degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- iii) A minimum of eight years' experience of teaching and/ or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institutions/Industry with evidence of published work and a minimum of 7 publications as books and / or research/policy papers in peer-reviewed or UGC listed journals and a total research score of at least Seventy five (75), as per the criteria given in Appendix II, Table 2.

III. PROFESSOR**Eligibility (A or B) :****A.**

- i) An eminent scholar with Ph. D. degree in the subject concerned or in an allied/relevant subject and published work of high quality, actively engaged in research with evidence of published work, with a minimum of 10 publications as books and/ or research/policy papers in the peer-reviewed or UGC listed journals and a total research score of at least 120 as per the criteria given in Appendix II, Table 2.
- ii) A minimum of ten years of teaching experience in a University/College and / or experience in research at the university/National level institution/Industries, with evidence of having successfully guided doctoral candidate.

Or

- B.** An outstanding professional, with established reputation in the relevant field, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, to be substantiated by credentials.

4.5 QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF OCCUPATIONAL THERAPY TEACHERS**I. ASSISTANT PROFESSOR:**

A Bachelor's Degree in Occupational Therapy (B.O.T./B. Th.O./B.O.Th.), Masters in Occupational Therapy (M.O.Th/M.Th.O./ M.Sc. O.T/M.OT.), with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed), from a recognised University

II. ASSOCIATE PROFESSOR:

- i) Essential : A Master's Degree in Occupational Therapy (M.O.T./M.O.Th./M.Sc. O.T.), with eight years' experience as Assistant Professor.
- ii) Desirable: Higher Qualification, including a Ph. D. degree in any discipline of occupational therapy recognised by the UGC, and published work of high standard in peer-reviewed or UGC- listed journals.

III. PROFESSOR:

- i) Essential : Master's Degree in Occupational Therapy (M.O.T./ M.O.Th./M.Th.O./M.Sc. O.T.), with Ten years of total experience in Occupational Therapy.
- ii) Desirable: Higher Qualification, such as Ph.D. degree in any discipline of occupational therapy recognised by the UGC, and published work of high standard in peer- reviewed or UGC- listed journals.

IV. PRINCIPAL / DIRECTOR / DEAN:

Essential: Master's Degree in Occupational Therapy (M.O.T./M.Th.O./M.Oth./M.Sc. O.T.), with fifteen years' experience, which shall include five years' experience as Professor (Occupational Therapy).

Note:

- (i) The senior-most Professor in the institution shall be designated as the Principal / Director / Dean.
- (ii) Desirable: Higher qualification, like a Ph. D. degree in any discipline of occupational therapy recognized by the UGC and published work of high standard in peer reviewed or UGC listed journals.

4.6 QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF PHYSIOTHERAPY TEACHERS**I. ASSISTANT PROFESSOR:**

Bachelor's Degree in Physiotherapy (B.P./T./B. Th./P./B.P.Th.), Master's Degree in Physiotherapy (M.&P.Th/M.Th.P./M.Sc. P.T/M.P.T.) with at least 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) from a recognized University.

II. ASSOCIATE PROFESSOR:

- i) Essential: A Master's Degree in Physiotherapy (M.P.T./M.P.Th./M.Th.P/M.Sc. P.T.) with eight years' experience as Assistant Professor.

- ii) Desirable: Higher Qualification, such as Ph.D. degree in any discipline of Physiotherapy recognised by the U.G.C, and published work of high standard in peer-reviewed or UGC - listed journals.

III. PROFESSOR:

Essential: Master's Degree in Physiotherapy (M.P.T. / M.P.Th./M.Th.P./M.Sc. P.T.), with ten years experience.

Desirable:

- (i) Higher Qualification like Ph. D. in any subject of Physiotherapy recognised by U.G.C, and
- (ii) Published work of high standard in peer -reviewed or UGC- listed journals.

IV. PRINCIPAL / DIRECTOR / DEAN:

Essential: Master's Degree in Physiotherapy (M.P.T./M.Th.P./M.Pth./M.Sc. P.T.) with fifteen years total experience, including five years experience as Professor (Physiotherapy).

Note:

- (i) Senior-most Professor shall be designated as the Principal / Director / Dean.
- (ii) Desirable: Higher qualification like Ph.D. in any subject of Physiotherapy recognized by the UGC and published work of high standard in peer reviewed or UGC listed journals.

4.7 MINIMUM QUALIFICATIONS FOR DIRECT RECRUITMENT TO THE POSTS OF UNIVESRITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN, UNIVERSITY DEPUTY LIBRARIAN AND UNIVERSITY LIBRARIAN

I. UNIVERSITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN

- i) A Master's Degree in Library Science, Information Science or Documentation Science or an equivalent professional degree, with at least 55% marks (or an equivalent grade in a point –scale, wherever the grading system is followed)
- ii) A consistently good academic record, with knowledge of computerization of a library.
- iii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be:

Provided that the, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institution awarding the degree, and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges / Institutions subject to the fulfillment of the following conditions:-

- a) The Ph.D. degree of the candidate has been awarded in the regular mode
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) Open Ph.D. viva voce of the candidate has been conducted;
- d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
- e) The candidate has presented at least two papers based on his/her Ph.D work in conferences/seminars sponsored /funded/supported by the UGC/ICSSR/CSIR or any similar agency.

Note:

- (i) *The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.*
- (ii) NET/SLET/SET shall also not be required for candidates in such Master's Programmes for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

II. UNIVERSITY DEPUTY LIBRARIAN

- i) A Master's Degree in library science/information science/documentation science, with at least 55% marks or an equivalent grade in a point –scale, wherever grading system is followed.
- ii) Eight years experience as an Assistant University Librarian/College Librarian.
- iii) Evidence of innovative library services including integration of ICT in library.
- iv) A Ph.D. Degree in library science/ Information science / Documentation Science/Archives and manuscript keeping/computerization of library.

III. UNIVERSITY LIBRARIAN

- i) A Master's Degree in Library Science/Information Science/Documentation Science with at least 55% marks or an equivalent grade in a point -scale wherever the grading system is followed.
- ii) At least ten years as a Librarian at any level in University Library or ten years of teaching as Assistant/Associate Professor in Library Science or ten years' experience as a College Librarian.
- iii) Evidence of innovative library services, including the integration of ICT in a library.
- iv) A Ph.D. Degree in library science/information science/documentation /archives and manuscript-keeping.

4.8 MINIMUM QUALIFICATIONS FOR THE POSTS OF ASSISTANT DIRECTORS OF PHYSICAL EDUCATION AND SPORTS, DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS AND DIRECTOR OF PHYSICAL EDUCATION AND SPORTS (DPES)**I. University Assistant Director of Physical Education and Sports / College Director of Physical Education and Sports****Eligibility (A or B) :****A.**

- i) A Master's Degree in Physical Education and Sports or Physical Education or Sports Science with 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed)
- ii) Record of having represented the university / college at the inter-university /inter-collegiate competitions or the State and/ or national championships.
- iii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET), conducted by the UGC or CSIR, or a similar test accredited by the UGC, like SLET/SET, or who are or have been awarded a Ph.D. Degree in Physical Education or Physical Education and Sports or Sports Science, in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time, as the case may be:

Provided that, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ Bye-laws/Regulations of the Institutions awarding the degree and such Ph.D. degree holders shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges / Institutions, subject to the fulfillment of the following conditions:-

- a) The Ph.D. degree of the candidate has been awarded in regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) Open Ph.D. viva voce of the candidate has been conducted;
- d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
- e) The candidate has presented at least two research papers in conference/seminar, based on his/her Ph.D work.

Note: The fulfilment of these conditions (a) to (e) is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

- iv. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
- v. Passed the physical fitness test conducted in accordance with these Regulations.

OR

- B. An Asian game or commonwealth games medal winner who has a degree at least at Post-Graduation level.

II. University Deputy Director of Physical Education and Sports

Eligibility (A or B) :

A.

- i) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science. Candidates from outside the university system, in addition, shall also possess at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level by the university concerned.
- ii) Eight years experience as University Assistant DPES/College DPES.
- iii) Evidence of organizing competitions and conducting coaching camps of at least two weeks duration.
- iv) Evidence of having produced good performance of teams/athletes for competitions like state/national/inter-university/combined university, etc.
- v) Passed the physical fitness test in accordance with these Regulations.

OR

- B. An Olympic games/ world cup/ world Championship medal winner who has a degree at least at the Post-Graduation Level.

III. University Director of Physical Education and Sports

- i) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science.
- ii) Experience of at least ten years in Physical Education and Sports as University Assistant/Deputy DPES or ten years as College DPES or teaching for ten years in Physical Education and Sports or Sports Science as Assistant/Associate Professor.
- iii) Evidence of organising competitions and coaching camps of at least two weeks' duration.
- iv) Evidence of having produced good performance of teams/athletes for competitions like state/national/inter-university/combined university, etc.

IV. Physical Fitness Test Norms

- (a) Subject to the provisions of these Regulations, all candidates who are required to undertake the physical fitness test are required to produce a medical certificate certifying that he/she is medically fit before undertaking such tests.
- (b) On the production of such certificate mentioned in sub-clause (a) above, the candidate would be required to undertake the physical fitness test in accordance with the following norms:

| NORMS FOR MEN | | | |
|--------------------------|---------------|---------------|---------------|
| 12 MINUTES RUN/WALK TEST | | | |
| Upto 30 Years | Upto 40 Years | Upto 45 Years | Upto 50 Years |
| 1800 metres | 1500 metres | 1200 metres | 800 metres |

| NORMS FOR WOMEN | | | |
|--------------------------------|---------------|---------------|---------------|
| 8 MINUTES RUN/WALK TEST | | | |
| Upto 30 Years | Upto 40 Years | Upto 45 Years | Upto 50 Years |
| 1000 metres | 800 metres | 600 metres | 400 metres |

5.0 CONSTITUTION OF SELECTION COMMITTEES AND GUIDELINES ON SELECTION PROCEDURE:

5.1 Selection Committee Composition

I. Assistant Professor in the University:

- (a) The Selection Committee for the post of Assistant Professor in the University shall consist of the following persons :
 - i) The Vice Chancellor or his/her nominee, who has at least ten years of experience as Professor, shall be the Chairperson of the Committee.
 - ii) An academician not below the rank of Professor to be nominated by the Visitor/Chancellor, wherever applicable.
 - iii) Three experts in the subject concerned nominated by the Vice Chancellor out of the panel of names approved by the relevant statutory body of the university concerned.
 - iv) Dean of the Faculty concerned, wherever applicable.
 - v) Head/Chairperson of the Department/School concerned.
 - vi) An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates from any of these categories is an applicant and if any of the above members of the selection committee does not belong to that category.
- (b) Four members, including two outside subject experts, shall constitute the quorum.

II. Associate Professor in the University

- (a) The Selection Committee for the post of Associate Professor in the University shall have the following composition:
 - i) The Vice Chancellor or his/her nominee, who has at least ten years of experience as Professor, shall be the Chairperson of the Committee.
 - ii) An academician not below the rank of Professor to be nominated by the Visitor/Chancellor, wherever applicable.
 - iii) Three experts in the subject/field concerned nominated by the Vice-Chancellor, out of the panel of names approved by the relevant statutory body of the university.
 - iv) Dean of the faculty, wherever applicable.
 - v) Head/Chairperson of the Department/School.
 - vi) An academician representing SC/ST/OBC/ Minority / Women / Differently-abled categories, if any of candidates belonging to any of these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) At least four members, including two outside subject experts, shall constitute the quorum

III. Professor in the University

- (a) The Selection Committee for the post of Professor in the University shall consist of the following persons :
- i) Vice-Chancellor who shall be the Chairperson of the Committee.
 - ii) An academician not below the rank of Professor to be nominated by the Visitor/Chancellor, wherever applicable.
 - iii) Three experts in the subject/field concerned to be nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the university concerned.
 - iv) Dean of the faculty, wherever applicable.
 - v) Head/Chairperson of the Department/School.
 - vi) An academician belonging to the SC/ST/OBC/ Minority / Women / Differently-abled categories, if any of the candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) At least four members, including two outside subject experts, shall constitute the quorum.

IV. Senior Professor

- (a) The Selection Committee for the post of Senior Professor in the University shall consist of the following persons:
- i) Vice Chancellor who shall be the Chairperson of the Committee.
 - ii) An academician not below the rank of Senior Professor/Professor with minimum ten years experience who is the nominee of the Visitor/Chancellor, wherever applicable.
 - iii) Three experts not below the rank of a Senior Professor/Professor with a minimum of ten years' experience in the subject/field concerned nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the university.
 - iv) Dean (not below the rank of Senior Professor/Professor with minimum ten years experience) of the faculty, wherever applicable.
 - v) Head/Chairperson (not below the rank of Senior Professor/Professor with minimum ten years experience) or Senior-most Professor (not below the rank of Senior Professor/Professor, with a minimum of ten years' experience) of the Department/School.
 - vi) An academician (not below the rank of a Senior Professor/Professor with minimum ten years experience) representing SC/ST/OBC/ Minority / Women / Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.
- (b) Four members, including two outside subject experts, shall constitute the quorum.

V. Assistant Professor in Colleges, including Private and Constituent Colleges:

- (a) The Selection Committee for the post of Assistant Professor in Colleges, including Private and constituent Colleges shall consist of the following persons:
- i) Chairperson of the Governing Body of the college or his/her nominee from amongst the members of the Governing body, who shall be the Chairperson of the Committee.
 - ii) The Principal of the College.
 - iii) Head of the Department/Teacher-in-charge of the subject concerned in the College.
 - iv) Two nominees of the Vice-Chancellor of the affiliating university, of whom one should be a subject-expert. In case of colleges notified/declared as a minority educational institution, two nominees of the Chairperson of the college from out of a panel of five names, preferably from the minority community, recommended by the Vice-Chancellor of the affiliating university, from the list of experts suggested by the relevant statutory body of the college, of whom one should be a subject-expert.

- v) Two subject-experts not connected with the college who shall be nominated by the Chairperson of the College governing body out of a panel of five names recommended by the Vice-Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University nominated by the Chairperson of the Governing Body of the College out of the panel of five names, preferably from the minority communities, recommended by the Vice-Chancellor from the list of subject experts approved by the relevant statutory body of the College.
 - vi) An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates belonging to any of these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) Five members, including two outside subject experts, shall constitute the quorum.

VI. Associate Professor in Colleges, including Private and Constituent Colleges

- (a) The Selection Committee for the post of Associate Professor in Colleges including Private and Constituent Colleges, shall consist of the following persons:
- i) The Chairperson of the Governing Body or his/her nominee, from amongst the members of the Governing body, who shall be the Chairperson of the Selection Committee.
 - ii) The Principal of the College.
 - iii) The Head of the Department / Teacher-In charge of the concerned subject from the college.
 - iv) Two University representatives nominated by the Vice-Chancellor, one of whom shall be the Dean of College Development Council or equivalent position in the University, and the other must be expert in the concerned subject. In case of Colleges notified/declared as minority educational institutions, two nominees of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university from the list of experts suggested by the relevant statutory body of the college of whom one should be a subject expert.
 - v) Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University nominated by the Chairperson of the College Governing Body out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body.
 - vi) An academician belonging to the SC/ST/OBC/ Minority/Women/Differently-abled categories, if any of candidates belonging to these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) The quorum for the meeting shall be five, including two subject experts.

VII. Professor in Colleges, including Private and Constituent Colleges

- (a) The Selection Committee for the post of Professor in Colleges including Private and Constituent Colleges shall consist of the following persons:
- i) The Chairperson of the Governing Body or his/her nominee, from amongst the members of the Governing body, who shall be the Chairperson of the Selection Committee.
 - ii) The Principal of the College.
 - iii) The Head of the Department / Teacher-In charge of the concerned subject from the college not below the rank of Professor.
 - iv) Two University representatives not below the rank of Professor nominated by the Vice-Chancellor, one of whom shall be the Dean of College Development Council or equivalent position in the University, and the other must be expert in the concerned subject. In case of Colleges notified/declared as minority

educational institutions, two nominees, not below the rank of Professor, of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university from the list of experts suggested by the relevant statutory body of the college of whom one should be a subject expert.

- v) Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University nominated by the Chairperson of the College Governing Body out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body.
 - vi) An academician not below the rank of Professor belonging to the SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates belonging to these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) The quorum for the meeting shall be five, including two subject experts.

VIII. College Principal and Professor

A. Selection Committee

- (a) The Selection Committee for the post of College Principal and Professor shall have the following composition:
- i) Chairperson of the Governing Body to be the Chairperson.
 - ii) Two members of the Governing Body of the college to be nominated by the Chairperson of whom one shall be an expert in academic administration.
 - iii) Two nominees of the Vice-Chancellor who shall be Higher Education experts in the subject/field concerned out of which at least one shall be a person not connected in any manner with the affiliating University. In case of Colleges notified/declared as minority educational institutions, one nominee of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university of whom one should be a subject expert.
 - iv) Three Higher Education experts consisting of the Principal of a College, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body of the college out of a panel of six experts approved by the relevant statutory body of the university concerned).
 - v) An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.
 - vi) Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational institutions, two subject experts not connected with the University nominated by the Chairperson of the College governing body out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body.
- (b) Five members, including two experts, shall constitute the quorum.
- (c) All the selection procedures of the selection committee shall be completed on the day/last day of the selection committee meeting itself, wherein, minutes are recorded along with the scoring Proforma and recommendation made on the basis of merit with the list of selected and waitlisted candidates/Panel of names in order of merit, duly signed by all members of the selection committee.

- (d) The term of appointment of the College Principal shall be five years, with eligibility for reappointment for one more term only after an assessment by a Committee appointed by the University as per the composition given in sub-clause (B) of 5.1 (VIII).
- (e) After the completion of his/her term as Principal, the incumbent shall join back his/her parent organisation with the designation as Professor and in the grade of the Professor..

B. Committee for Assessment of College Principal and Professor for Second Term

The Committee for assessment to the post of College Principal for second term shall have the following composition:

- i) Nominee of the Vice-Chancellor of the affiliating University.
- ii) Nominee of the Chairman, University Grants Commission.

The nominees shall be nominated from the Principals of the Colleges with Excellence/College with Potential of Excellence/Autonomous College/NAAC Grade 'A' accredited colleges.

IX. Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education and Sports, Librarians, Deputy Librarians and Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor, respectively, except that in Library and Physical Education and Sports or Sports Administration, respectively, practicing Librarian/Director Physical Education and Sports, as the case may be, shall be associated with the Selection Committee as one of the subject experts.

X. The "Screening-cum-Evaluation Committee" for CAS promotion of Assistant Professors/equivalent cadres in Librarians/Physical Education and Sports from one level to the other higher level shall consist of:

A. For University teachers:

- i) The Vice-Chancellor or his/her nominee shall be the Chairperson of the Committee;
- ii) The Dean of the Faculty concerned;
- iii) The Head of the Department /Chairperson of the School; and
- iv) One subject expert in the subject concerned nominated by the Vice-Chancellor from the University panel of experts.

B. For College teachers:

- i) The Principal of the college;
- ii) Head /Teacher-Incharge of the department concerned from the college;
- iii) Two subject experts in the subject concerned nominated by the Vice-Chancellor from the university panel of experts;

C. For University Assistant Librarian:

- i) The Vice-Chancellor shall be the Chairperson of the Committee;
- ii) The Dean of the Faculty concerned;
- iii) The Librarian, University Library; and
- iv) One expert who is a working Librarian nominated by the Vice-Chancellor from the University panel of experts.

D. For College Assistant Librarian:

- i) The Principal shall be the Chairperson of the Committee;
- ii) The Librarian, University Library; and
- iii) Two experts who are working Librarians nominated by the Vice-Chancellor from the University panel of experts.

E. For University Assistant Director, Physical Education and Sports:

- i) The Vice-Chancellor shall be the Chairperson of the Committee;

- ii) The Dean of the Faculty concerned;
- iii) The University Director, Physical Education and Sports; and
- iv) One expert in Physical Education and Sports Administration from University system nominated by the Vice-Chancellor from the University panel of experts.

F. For College Director, Physical Education and Sports:

- i) The Principal shall be the Chairperson of the Committee;
- ii) The University Director, Physical Education and Sports; and
- iii) Two experts in Physical Education and Sports Administration from University system nominated by the Vice-Chancellor from the University panel of experts.

Note: The quorum for these committees in all categories shall be three which will include one subject expert/university nominee.

5.2. The Screening-cum-Evaluation Committee on verification/evaluation of grades secured by the candidate through the Assessment Criteria and Methodology Proforma designed by the respective university based on these Regulations and as per the minimum requirement specified:

- (a) In Appendix II, Table 1 for each of the cadre of Assistant Professor;
- (b) In Appendix II, Table 4 for each of the cadre of Librarian; and
- (c) In Appendix II, Table 5 for each of the cadre of Physical Education and Sports

shall recommend to the Syndicate/ Executive Council /Board of Management of the University/College about the suitability for the promotion of the candidate(s) under CAS for implementation.

5.3 The selection process shall be completed on the day/last day of the selection committee meeting, wherein the minutes are recorded and recommendation made on the basis of the performance of the interview are duly signed by all members of the selection committee.

5.4 For all Selection Committees specified in these Regulations, Head of Department / Teacher-Incharge should be either in the same or higher rank/ position than the rank/position for which the interview is to be held.

6.0 SELECTION PROCEDURE:

I. The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on the weightage given to the performance of the candidate in different relevant parameters and his/her performance on a grading system proforma, based on Appendix II, Tables 1, 2, 3A, 3B, 4, and 5.

In order to make the system more credible, universities may assess the ability for teaching and / or research aptitude through a seminar or lecture in a classroom situation or discussion on the capacity to use the latest technology in teaching and research at the interview stage. These procedures can be followed for both the direct recruitment and the CAS promotions, wherever selection committees are prescribed in these Regulations.

II. The universities shall adopt these Regulations for selection committees and selection procedure through their respective statutory bodies incorporating Appendix II, Table 1, 2, 3A, 3B, 4, and 5 at the institutional level for University Departments and their Constituent colleges/ affiliated colleges (Government/Government-aided/Autonomous/ Private Colleges) to be followed transparently in all the selection processes. The universities may devise their own self-assessment-cum-performance appraisal forms for teachers in strict adherence to the Appendix II, Table 1, 2, 3A, 3B, 4, and 5 specified in these Regulations.

III. In all the Selection Committees of direct recruitment of teachers and other academic staff in universities and colleges provided herein, an academician belonging to the Scheduled Caste/Scheduled Tribe/OBC/Minority/Women/Differently-abled categories, if any of candidates belonging to these categories is the applicant and if any of the members of the selection committee does not belong to that category, shall be nominated by the Vice-Chancellor of the University, and in case of a College, Vice-Chancellor of the University to which the college is affiliated to. The academician, so nominated for this purpose, shall be one level above the cadre level of the applicant, and such nominee shall ensure that the norms of the Central Government or concerned State Government, in relation to the categories mentioned above, are strictly followed during the selection process.

- IV. The process of selection of a Professor shall involve the inviting of the application developed by the respective university, based on the Assessment Criteria and Methodology guidelines set out in these Regulations in Appendix II, Table 1 and 2 and reprints of all significant publications of the candidates.

Provided that the publications submitted by the candidate shall have been published during the qualifying period.

Provided further that such publications shall be made available to the subject experts for assessment before holding the interview. The evaluation of the publications by the experts shall be taken into consideration while finalizing the outcome of selection.

- V. In the case of selection of faculty members who are from outside the academic field and are considered under Clause 4.1 (III.B), 4.2 (I.B, II.B, III.B), 4.3 (I.B, II.B, III.B) and 4.4 (III.B) of these Regulations, the university's statutory bodies must lay down clear and transparent criteria and procedure so that only outstanding professionals who can contribute substantially to the university knowledge system are selected.

- VI. In the selection process for the posts involving different nature of responsibilities in certain disciplines/areas, such as Music and Fine Arts, Visual Arts and Performing Arts, Physical Education and Sports, and Library, greater emphasis may be laid on the nature of deliverables indicated against each of the posts in these Regulations which need to be taken up by the institution while developing the Proforma for both the direct recruitment and the CAS promotion.

- VII. The Internal Quality Assurance Cell (IQAC) shall be established in all Universities/Colleges as per the UGC/ National Assessment Accreditation Council (NAAC) guidelines with the Vice-Chancellor, as Chairperson (in the case of Universities), and Principal, as Chairperson (in case of Colleges). The IQAC shall act as the documentation and record-keeping Cell for the institution, including assistance in the development of Assessment Criteria and Methodology Proforma based on these Regulations. The IQAC may also introduce, wherever feasible, the student feedback system as per the NAAC guidelines on institutional parameters without incorporating the component of the students' assessment of individual teachers in the Assessment Criteria and Methodology Proforma.

- A. The Assessment of the performance of College and University teachers for the CAS promotion is based on the following criteria:

- i. **Teaching-Learning and Evaluation:** The commitment to teaching based on observable indicators such as being regular to class, punctuality to class, remedial teaching and clarifying doubts within and outside the class hours, counselling and mentoring, additional teaching to support the college/university as and when the need arises, etc. Examination and evaluation activities like performing of examination supervision duties, question-papers setting for university/college examinations, participation in the evaluation of examination answer scripts, conducting examinations for internal assessment as per the schedule to be announced by the institution at the beginning of each Academic Session and returning and discussing the answers in the class.
- ii. **Personal Development Related to Teaching and Research Activities:** Attending orientation/refresher/methodology courses, development of e-contents and MOOC's, organising seminar/ conference/ workshop / presentation of papers and chairing of sessions/guiding and carrying out research projects and publishing the research output in national and international journals etc.
- iii. **Administrative Support and Participation in Students' Co- curricular and Extra-curricular Activities.**

B. Assessment Process

The following **three-step** process is recommended for carrying out assessment for promotion under the CAS at all levels:

Step 1: The college/university teachers shall submit to college/university an annual self-appraisal report in the prescribed Proforma to be designed based on Tables 1 to 5 of Appendix II. The report should be submitted at the end of every academic year, within the stipulated time. The teacher will provide documentary evidence for the claims made in the annual self-appraisal report, which is to be verified by the HOD/Teacher- in-charge etc. The submission should be through the Head of the Department (HOD)/teacher-in-charge.

Step: 2: After completion of the required years of experience for promotion under CAS and fulfilment of other requirements indicated below, the teacher shall submit an application for promotion under CAS.

Step 3: A CAS Promotion shall be granted as mentioned in Clauses 6.4 of these Regulations.

6.1 Assessment Criteria and Methodology:

- (a) Tables 1 to 3 of Appendix II are applicable to the selection of Assistant Professors/ Associate Professors/ Professors/Senior Professor in Universities and Colleges;
- (b) Table 4 of Appendix II is applicable to Assistant Librarians/ College Librarians and Deputy Librarians for promotion under Career Advancement Scheme; and
- (c) Table 5 of Appendix II is applicable to Assistant Directors/ College Director of Physical Education sports and Deputy Directors/Directors of Physical Education and Sports for promotions under Career Advancement Scheme

6.2 The constitution of the Selection Committees and Selection Procedure as well as the Assessment Criteria and Methodology for the above cadres, either through direct recruitment or through Career Advancement Scheme, shall be in accordance with these Regulations.

6.3 The criteria for promotions under Career Advancement Scheme laid down under these Regulations shall be effective from the date of notification of these Regulations. However, to avoid hardship to those faculty members who have already qualified or are likely to qualify shortly under the existing regulations, a choice may be given to them, for being considered for promotions under the existing Regulations. This option can be exercised only within three years from the date of notification of these Regulations.

I. A teacher who wishes to be considered for promotion under the CAS may submit in writing to the university/college, within three months in advance of the due date, that he/she fulfils all the requirements under the CAS and submit to the university/college the Assessment Criteria and Methodology Proforma as evolved by the university concerned supported by all credentials as per the Assessment Criteria and Methodology guidelines set out in these Regulations. In order to avoid any delay in holding the Selection Committee meetings for various positions under the CAS, the University/College may initiate the process of screening/selection, and complete the process within six months from the receipt of application. Further, in order to avoid any hardship, the candidates who fulfil all other criteria mentioned in these Regulations, as on and till the date on which these regulations are notified, can be considered for promotion from the date, on or after the date, on which they fulfil these eligibility conditions.

II. The Selection Committee specifications as contained in Clauses 5.1 to 5.4 shall be applicable to all direct recruitments of faculty positions and equivalent cadres and Career Advancement promotions from Assistant Professor to Associate Professor, from Associate Professor to Professor, Professor to Senior Professor (in University) and for equivalent cadres.

III. The CAS promotion from a lower stage to a higher stage of Assistant Professor shall be conducted through a "Screening-cum-Evaluation Committee", following the criteria laid down in Table I of Appendix II.

IV. The promotion under the CAS being a personal promotion to a teacher holding a substantive sanctioned post, on his/her superannuation, the said post shall revert back to its original cadre.

V. For the promotion under the CAS, the applicant teacher must be on the role and in active service of the University/College on the date of consideration by the Selection Committee.

VI. The candidate shall offer himself/herself for assessment for promotion, if he/she fulfils the minimum grading specified in the relevant Assessment Criteria and Methodology Tables, by submitting an application and the required Assessment Criteria and Methodology Proforma. He/she can do so three months before the due date. The university shall send a general circular twice a year, inviting applications for the CAS promotions from the eligible candidates.

- i) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion shall be from that of minimum period of eligibility.
- ii) If, however, the candidate finds that he/she would fulfil the CAS promotion criteria, as defined in Tables 1, 2, 4, and 5 of Appendix II at a later date and applies on that date and is successful, his/her promotion shall be effected from that date of the candidate fulfilling the eligibility criteria.
- iii) The candidate who does not succeed in the first assessment, he/she shall have to be re-assessed only after one year. When such a candidate succeeds in the eventual assessment, his/her promotion shall be deemed to be one year from the date of rejection.

VII. Regarding the cases pending for promotions from one Academic Level/Grade Pay to another Academic Level/Grade Pay under the Career Advancement Scheme provided under the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its subsequent amendments, the teachers shall be given the option to be considered for the promotion from one Academic Level/Grade Pay to another Academic Level/Grade Pay as per the following:

- (a) The teachers shall be considered for promotion from one Academic Level/Grade Pay to another as per the CAS under these Regulations.

OR

(b) The faculty members shall be considered for the promotion from one Academic Level/Grade Pay to another as per the CAS provided under the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments with relaxation in the requirements of Academic Performance Indicators (API) based Performance Based Appraisal System (PBAS) upto the date of notification of these Regulations.

The relaxation in the requirements of Academic Performance Indicators (API) based Performance Based Appraisal System (PBAS) upto the date of notification of these Regulations for the promotion from one Academic Level/Grade Pay to another under CAS as provided in UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments, is defined as under :

- i. Exemption from scoring under Category I, as defined in Appendix III of said above mentioned UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments including University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (4th Amendment), Regulations, 2016, for faculty and other equivalent cadre positions.
- ii. Scoring in Category II and Category III for faculty and other equivalent cadre positions shall be as provided for in the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 with the following combined minimum API score requirement for Category II and Category III taken together, as mentioned below.

Note: There shall be no minimum API score requirement for Category II and Category III individually.

TABLE-A

(Minimum API requirement for the promotion of teachers under CAS in university departments)

| S.No. | | Assistant Professor (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-) | Assistant Professor (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-) | Assistant Professor (Stage 3/ AGP Rs.8000/-) to Associate Professor (Stage 4/AGP Rs.9000/-) | Associate Professor (Stage 4/ AGP Rs.9000/- to Professor (Stage 5/AGP Rs.10000/-) |
|-------|---|--|--|---|---|
| 1 | Research and Academic contribution (Category III) | 40/assessment period | 100/assessment period | 90/assessment period | 120/assessment period |
| 2 | Expert assessment system | Screening Committee | Screening Committee | Selection Committee | Selection Committee |

Table-B**(Minimum API requirement for the promotion of teachers under CAS in colleges (UG & PG))**

| S.No. | | Assistant Professor (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-) | Assistant Professor (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-) | Assistant Professor (Stage 3/ AGP Rs.8000/-) to Associate Professor (Stage 4/AGP Rs.9000/-) | Associate Professor (Stage 4/ AGP Rs.9000/- to Professor (Stage 5/AGP Rs.10000/-) |
|-------|---|---|---|---|---|
| 1 | Research and Academic contribution (Category III) | 20/assessment period | 50/assessment period | 45/assessment period | 60/assessment period |
| 2 | Expert assessment system | Screening Committee | Screening Committee | Selection Committee | Selection Committee |

Table-C**(Minimum API requirement for the promotion of Library staff under CAS in Universities)**

| S.N | | Assistant Librarian (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-) | Assistant Librarian (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-) | Assistant Librarian (Selection Grade/Deputy Librarian) (Stage 3/ AGP Rs.8000/-) to Deputy Librarian (Stage 4/AGP Rs.9000/-) | Deputy Librarian (Stage 4/AGP Rs. 9000/-) to Deputy Librarian (Stage 5 AGP Rs.10,000/-) |
|-----|---|---|---|---|---|
| 1 | Research and Academic contribution (Category III) | 40/assessment period | 100/assessment period | 90/assessment period | 120 per assessment period |
| 2 | Expert assessment system | Screening Committee | Screening Committee | Selection Committee | Selection committee |

Table-D**(Minimum API requirement for the promotion of Library staff under CAS in Colleges)**

| S.No. | | Assistant Librarian (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-) | Assistant Librarian (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-) | Assistant Librarian (Selection Grade/Deputy Librarian) (Stage 3/ AGP Rs.8000/-) to Deputy Librarian (Stage 4/AGP Rs.9000/-) |
|-------|---|---|---|---|
| 1 | Research and Academic contribution (Category III) | 20/assessment period | 50/assessment period | 45/assessment period |
| 2 | Expert assessment system | Screening Committee | Screening Committee | Selection Committee |

Table-E

(Minimum API requirement for the promotion of University Director/Deputy Director/Assistant Director, Physical Education and Sports)

| S.No. | | Assistant Director (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-) | Assistant Director (Stage 2/ AGP Rs.7000/-) to Assistant Director (Selection Grade)/Deputy Director (Stage 3/AGP Rs.8000/-) | Assistant Director (Selection Grade)/Deputy Director (Stage 3/ AGP Rs.8000/-) to Deputy Director (Stage 4/AGP Rs.9000/-) | Deputy Director (Stage 4/AGP Rs. 9000/-) to Deputy Director (Stage 5 AGP Rs10,000/-) |
|-------|---|--|---|--|--|
| 1 | Research and Academic contribution (Category III) | 40/assessment period | 100/assessment period | 90/assessment period | 120 per assessment period |
| 2 | Expert assessment system | Screening Committee | Screening Committee | Selection Committee | Selection committee |

Table-F

(Minimum API requirement for the promotion of College Director, Physical Education and Sports)

| S.No. | | Assistant Director (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-) | Assistant Director (Stage 2/ AGP Rs.7000/-) to Assistant Director (Selection Grade)/Deputy Director (Stage 3/AGP Rs.8000/-) | Assistant Director (Selection Grade)/Deputy Director (Stage 3/ AGP Rs.8000/-) to Deputy Director (Stage 4/AGP Rs.9000/-) |
|-------|---|--|---|--|
| 1 | Research and Academic contribution (Category III) | 20/assessment period | 50/assessment period | 45/assessment period |
| 2 | Expert assessment system | Screening Committee | Screening Committee | Selection Committee |

VIII. The requirement for Orientation course and Refresher course for promotions due under the CAS shall not be mandatory upto 31st December, 2018.

6.4 STAGES OF PROMOTION UNDER THE CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY-APPOINTED ASSISTANT PROFESSORS/ASSOCIATE PROFESSORS/PROFESSORS

A. The entry-level Assistant Professors (Level 10) shall be eligible for promotion under the Career Advancement Scheme (CAS) through two successive levels (Level 11 and Level 12), provided they are assessed to fulfill the eligibility and performance criteria as laid down in Clause 6.3. of these Regulations.

B. Career Advancement Scheme (CAS) for Colleges teachers

I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)

Eligibility: Assistant Professors who have completed four years of service and having a Ph.D. degree or five years of service and having a M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech., M.V.Sc., M.D., or six years of service for those without Ph.D./M.Phil./ PG Degree in Professional courses.

- Attended one Orientation course of 21 days' duration on teaching methodology; and
- Any one of the following: Completed one Refresher / Research Methodology Course

OR

Any two of the following: Workshop, Syllabus Up-gradation Workshop, Training Teaching-Learning-Evaluation, Technology Programmes and Faculty Development Programmes of at least one week (5 days) duration,

OR

Completed one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOC's course during the assessment period.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i. He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Appendix II, Table 1, and;
- ii. The promotion is recommended by the screening-cum-evaluation committee.

II. Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)

Eligibility:

- 1) Assistant Professors who have completed five years of service in Academic Level 11/Senior Scale.
- 2) Any two of the following in the last five years of Academic Level-11/ Senior Scale: Completed courses/programmes from among the categories of Refresher Courses/Research Methodology course/Workshops/Syllabus Up Gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes/ Faculty Development Programme/ Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes/ Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed MOOCs course in the relevant subject (with e-certification); or Contribution towards development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conducting of a MOOCs course during the period of assessment.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Appendix II, Table 1) and
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

III. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)

Eligibility:

- 1) Assistant Professor who has completed three years of service in Academic Level 12/Selection-Grade.
- 2) A Ph.D. degree in subject relevant /allied/relevant discipline.
- 3) Any one of the following during the last three years: completed one course / programme from amongst the categories of Refresher Courses/ Methodology Workshop/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e-certification); or contribution towards development of e-contents in 4-quadrant(at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.

CAS Promotion Criteria:

A teacher may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as prescribed in Appendix II, Table 1, and
- ii) The promotion to the post of Associate Professor is recommended by the selection committee in accordance with these Regulations.

IV. Associate Professor (Academic Level 13A) to Professor (Academic Level 14)**Eligibility:**

1. Associate Professors who have completed three years of service in Academic Level 13A.
2. A Ph.D. degree in subject relevant/allied/relevant discipline.
3. A minimum of 10 research publications in peer-reviewed or UGC-listed journals out of which three research papers shall be published during the assessment period.
4. A minimum of 110 Research Score as per Appendix II, Table 2

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Appendix II, Table 1 and at least 110 research score as per Appendix II, Table 2.
- ii) The promotion to the post of Professor is recommended by selection committee constituted in accordance with these Regulations.

C. Career Advancement Scheme (CAS) for University teachers**I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)****Eligibility:**

- i) An Assistant Professor who has completed four years of service with a Ph.D. degree or five years of service with a M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech, M.V.Sc. and M.D., or six years of service in case of those without a Ph.D./M.Phil./ PG Degree in a Professional course and satisfies the following conditions:
- ii) Attended one Orientation course of 21 days duration on teaching methodology;
- iii) Any one of the following: Completed Refresher/ Research Methodology Course/ Workshop/ Syllabus Up-gradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programmes/ Faculty Development Programmes of at least one week (5 days) duration, or taken one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOC's course during the assessment period; and
- iv) Published one research publication in the peer-reviewed journals or UGC-listed journals during assessment period.

CAS Promotion Criteria :

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be (as provided in Appendix II, Table 1), and;
- ii) The promotion is recommended by the screening-cum evaluation committee.

II. Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)**Eligibility:**

- i) Assistant Professors who has completed five years of service in Academic Level 11/Senior Scale.
- ii) A Ph.D. Degree in the subject relevant/allied/relevant discipline.
- iii) Has done any two of the following in the last five years of Academic Level 11/Senior Scale: Completed a course / programme from amongst the categories of Refresher Courses/Research Methodology/ Workshops/ Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes / Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten

days) duration), or, completed one MOOCs course in the relevant subject (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards the development of at least 10 modules of MOOCs course/contribution towards conduct of a MOOCs course during the period of assessment.

- iv) Published three research papers in the peer-reviewed journals or UGC-listed journals during assessment period.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Appendix II, Table 1) and;
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

III. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)

- 1) Assistant Professor who has completed three years of service in Academic Level 12/ Selection grade.
- 2) A Ph.D Degree in the subject concerned/allied/relevant discipline.
- 3) Any one of the following during last three years: completed one course / programme from amongst the categories of Refresher Courses/ Research Methodology Workshops/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.
- 4) A minimum of seven publications in the peer-reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period.
- 5) Evidence of having guided at least one Ph.D. candidate.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as specified in Appendix II, Table 1, and has a research score of at least 70 as per Appendix II, Table 2.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

IV. Associate Professor (Academic Level 13A) to Professor (Academic Level 14)

Eligibility:

- 1) An Associate Professor who has completed three years of service in Academic Level 13 A.
- 2) A Ph.D degree in the subject concerned/allied/relevant discipline.
- 3) A minimum of ten research publications in the peer- reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period.
- 4) Evidence of having successfully guided doctoral candidate.
- 5) A minimum of 110 Research Score as per Appendix II, Table 2.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Appendix II, Table 1, and at least 110 research score, as per Appendix II, Table 2.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

V. Professor (Academic Level 14) to Senior Professor (Academic Level 15)

A Professor can be promoted to the post of Senior Professor under the CAS. The promotion shall be based on academic achievement, favourable review from three eminent subject -experts who are not of the rank lower than the rank of a Senior Professor or a Professor having at least ten years' of experience. The selection shall be based on 10 best publications during the last 10 years and interaction with a Selection Committee constituted in accordance with these Regulations.

Eligibility:

- i) Ten years' experience as a Professor.
- ii) A minimum of ten publications in the peer-reviewed or UGC-listed journals and Ph.D. degree has been successfully awarded to two candidates under his/her supervision during the assessment period.

D. Career Advancement Scheme (CAS) for Librarians**Note:**

- i) The following provisions apply only to those persons who are not involved in the teaching of Library Science. Teachers in institutions where Library Science is a teaching department shall be covered by the provisions given under sections 6.4 (B) and 6.4 (C), of these Regulations for Colleges/Institutions and for Universities, respectively.
- ii) The Deputy Librarian in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College Librarians shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.

I. From University Assistant Librarian (Academic level 10)/College Librarian (Academic level 10) to University Assistant Librarian (Senior Scale/Academic level 11)/ College Librarian (Senior Scale/Academic level 11):**Eligibility:**

An Assistant Librarian/ College Librarian who is in Academic Level 10 and has completed four years of service having a Ph.D. degree in Library Science/ Information Science/ Documentation Science or an equivalent degree or five years' of experience, having at least a M.Phil.degree, or six years of service for those without a M.Phil or a Ph.D. degree.

- (i) He/she has attended at least one Orientation course of 21 days' duration; and
- (ii) Training, Seminar or Workshop on automation and digitalisation, maintenance and related activities, of at least 5 days, as per Appendix II, Table 4.

CAS Promotion Criteria:

An Assistant Librarian/College Librarian may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five out of the last four/five/six years of the assessment period as the case may be as specified in Appendix II, Table 4, and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

II. From University Assistant Librarian (Senior Scale/Academic level 11)/College Librarian (Senior Scale/Academic level 11) to University Assistant Librarian (Selection Grade/ Academic level 12/ College Librarian (Selection Grade/Academic level 12)**Eligibility:**

- 1) He/she has completed five years of service in that grade.
- 2) He/she has done any two of the following in the last five years: (i) Training/Seminar/Workshop/Course on automation and digitalisation, (ii) Maintenance and other activities as per Appendix II, Table 4 of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken/developed one MOOCs course in the relevant subject (with e-certification), or (iv) Library up-gradation course.

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years of the assessment period, as specified in Appendix II, Table 4, and;
- ii) The promotion is recommended by a screening-cum-evaluation committee.

III. From University Assistant Librarian (Selection Grade/Academic level 12)/ College Librarian (Selection Grade/Academic level 12) to University Deputy Librarian (Academic Level 13A)/College Librarian (Academic Level 13A)

- 1) He/she has completed three years of service in that grade.
- 2) He/she has done any one of the following in the last three years: (i) Training/Seminar/Workshop/Course on automation and digitalization, (ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks' (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration, (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification), and (v) Library up-gradation course.

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Appendix II, Table 4; and
- ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

IV. The criteria for CAS Promotions from University Deputy Librarian/College Librarians (Academic Level 13A) to University Deputy Librarian/College Librarians (Academic Level 14) shall be the following:

- 1) He/she has completed three years of service in that grade.
- 2) He/she has done any one of the following in the last three years: (i) Training/Seminar/Workshop/Course on automation and digitalization, (ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks' (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration, (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification), and (v) Library up-gradation course.
- 3) Evidence of innovative library services, including the integration of ICT in a library.
- 4) A Ph.D. Degree in Library Science/Information Science/Documentation /archives and Manuscript-Keeping

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Appendix II, Table 4; and
- ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

E. Career Advancement Scheme (CAS) for Directors of Physical Education and Sports

Note:

- i) The following provisions apply only to those personnel who are not involved in teaching physical education and sports. Teachers in institutions where Physical Education and Sports is a teaching department shall be covered by the provisions given under sections 6.4 (B) and 6.4 (C), of these Regulations for Colleges/Institutions and for Universities, respectively.
- ii) The Deputy Director Physical Education and Sports in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College Director Physical Education and Sports shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.

I. From Assistant Director of Physical Education and Sports (Academic Level 10)/College Director of Physical Education and Sports (Academic Level 10) to Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11) / College Director of Physical Education and Sports (Senior Scale/Academic Level 11)

Eligibility:

- i) He/she has completed four years of service with a Ph.D. degree in Physical Education or Physical Education & Sports or Sports Science or five years of service with an M.Phil. degree or six years of service for those without an M.Phil or Ph.D. degree.
- ii) He/she has attended one Orientation course of 21 days' duration; and
- iii) He/she has done any one of the following: (a)Completed Refresher / Research Methodology Course/ workshop, (b)Training Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least 5 days duration and (c) Taken/developed one MOOCs course (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Appendix II, Table 5; and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

II. From Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11)/ College Director of Physical Education And Sports (Senior Scale/Academic Level 11) to University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12) / College Director of Physical Education and Sports (Selection Grade/Academic Level 12)

- 1) He/she has completed five years of service in that grade.
- 2) He/she has done any two of the following in the last five years: (i)Completed one course / programme from among the categories of refresher courses, research methodology workshops, (ii)Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration, (iii)Completed two courses of at least one week(five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), and (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years' of the assessment period as specified in Appendix II,Table 5, and;
- ii) The promotion is recommended by a screening-cum-evaluation committee .

III. From University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12)/ College Director of Physical Education and Sports (Selection Grade/Academic Level 12) to University Deputy Director of Physical Education and Sports (Academic Level 13 A)/ College Director of Physical Education and Sports (Academic Level 13A)

- 1) He/she has completed three years of service.
- 2) He/she has done any one of the following during last three years: (i)Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop, (ii)Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken / developed one MOOCs course in relevant subject (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Appendix II,Table 5, and;
- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance.

IV. The criteria for CAS Promotions from University Deputy Director Physical Education and Sports/College Director Physical Education and Sports (Academic Level 13A) to University Deputy Director Physical Education and Sports/College Director Physical Education and Sports (Academic Level 14) shall be the following:

- 1) He/she has completed three years of service.
- 2) He/she has done any one of the following during last three years: (i) Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop, (ii) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken / developed one MOOCs course in relevant subject (with e-certification).
- 3) Evidence of organising competitions and coaching camps of at least two weeks' duration.
- 4) Evidence of having produced good performance of teams/athletes for competitions like state/national/inter-university/combined university, etc.
- 5) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science.

CAS Promotion Criteria:

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Appendix II, Table 5, and;
- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance.

6.5. Discretionary award of advance increments for those who enter the profession as Associate Professor or Professor with higher merit, high number of research publications of high quality and experience at the appropriate level, shall be within the competence of the appropriate authority of the University concerned or recruiting institution based on the recommendations of a selection committee while considering the case of individual candidates in the context of the merits of each case, taking into account the pay structure of other teachers in the faculty and other merit-specific factors. Discretionary award of advance increments is not applicable to those entering the profession as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports and to those who are entitled for grant of advance increments for having acquired a Ph. D., M. Phil. or M.Tech. and LLM degree. However, those entering the service as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports, having a post-doctoral teaching/research experience, after obtaining a Ph.D. degree and proven credentials, may be eligible for discretionary award of advanced increments to be given to the person, as decided and recorded by the Selection Committee in the minutes of its meeting.

7.0 SELECTION OF PRO-VICE CHANCELLOR / VICE - CHANCELLOR OF UNIVERSITIES:

7.1 PRO-VICE-CHANCELLOR:

The Pro-Vice-Chancellor shall be appointed by the Executive Council on the recommendation of the Vice-Chancellor.

7.2 It shall be the prerogative of the Vice-Chancellor to recommend a person to be the Pro-Vice-Chancellor to the Executive Council. The Pro-Vice-Chancellor shall hold office for a period, which is co-terminus with that of the Vice-Chancellor.

7.3. VICE CHANCELLOR:

- i. A person possessing the highest level of competence, integrity, morals and institutional commitment is to be appointed as Vice-Chancellor. The person to be appointed as a Vice-Chancellor should be a distinguished academician, with a minimum of ten years' of experience as Professor in a University or ten years' of experience in a reputed research and / or academic administrative organisation with proof of having demonstrated academic leadership.
- ii. The selection for the post of Vice-Chancellor should be through proper identification by a Panel of 3-5 persons by a Search-cum-Selection-Committee, through a public notification or nomination or a talent search process or a combination thereof. The members of such Search-cum-Selection Committee shall be

persons' of eminence in the sphere of higher education and shall not be connected in any manner with the University concerned or its colleges. While preparing the panel, the Search cum-Selection Committee shall give proper weightage to the academic excellence, exposure to the higher education system in the country and abroad, and adequate experience in academic and administrative governance, to be given in writing along with the panel to be submitted to the Visitor/Chancellor. One member of the Search cum-Selection Committee shall be nominated by the Chairman, University Grants Commission, for selection of Vice Chancellors of State, Private and Deemed to be Universities.

- iii. The Visitor/Chancellor shall appoint the Vice Chancellor out of the Panel of names recommended by the Search-cum-Selection Committee.
- iv. The term of office of the Vice-Chancellor shall form part of the service period of the incumbent making him/her eligible for all service related benefits.

8.0 DUTY LEAVE, STUDY LEAVE, SABBATICAL LEAVE

8.1 DUTY LEAVE:

- i. Duty leave upto 30 days in an academic year may be granted for the following purposes:
 - (a) Attending Orientation Programme, Refresher Course, Research Methodology Workshop, Faculty Induction Programme, Conference, Congresses, Symposia and Seminar, as a delegate nominated by the university or with the permission of the university/college ;
 - (b) Delivering lectures in institutions and universities at the invitation of such institutions or universities received by the university, and accepted by the Vice- Chancellor/Principal of the College;
 - (c) Working in another Indian or foreign university, any other agency, institution or organisation, when so deputed by the university/College;
 - (d) Participating in a delegation or working on a committee appointed by the Central Government, State Government, the UGC, a sister university or any other similar academic body; and
 - (e) For performing any other duty assigned to him/her by the university/college.
- ii. The duration of leave should be such as may be considered necessary by the sanctioning authority on each occasion.
- iii. The leave may be granted on full pay, provided, that if the teacher receives a fellowship or honorarium or any other financial assistance beyond the amount needed for normal expenses, he/she may be sanctioned duty leave on reduced pay and allowances.
- iv. Duty leave may be combined with earned leave, half pay leave or extraordinary leave, or Casual leave.
- v. Duty leave should be given also for attending meetings in the UGC, DST, etc. where a teacher is invited to share his/her expertise with an academic body, government agency or NGO.

8.2 STUDY LEAVE:

- i. The scheme of Study Leave provides an opportunity to avail of scholarships/fellowships awarded to the faculty who wish to acquire new knowledge and to improve analytical skills. When a teacher is awarded a scholarship or stipend (by whatever nomenclature called), for pursuing further studies, leading to a Ph.D./Post- doctoral qualification or for undertaking a research project in a higher education institution abroad, the amount of the scholarship/fellowship shall not be linked to the recipient's pay/salary paid to him/her by his /her parent institution. The awardee shall be paid salary for the entire duration of fellowship/scholarship, provided, that he/she does not take up any other remunerative jobs, like teaching, in the host country.
- ii. A teacher on Study Leave shall not take up, during the period of that leave, any regular or part-time appointment under an organisation in India or abroad. He/she may, however, be allowed to accept a fellowship or a research scholarship or an ad-hoc teaching and research assignment with an honorarium or any other form of assistance, other than the regular employment in an institution either in India or abroad, provided, that the Executive Council/Syndicate of his/her parent institution may, if it so desires, sanction study leave on reduced pay and allowances to the extent of any receipt in this regard, in-lieu of teaching etc., which may be determined by his/her employer.

- iii. The study leave shall be granted to an entry-level appointee as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sport/College DPE&S (other than as Associate Professor or Professor of a University/College/Institution, who is otherwise eligible for sabbatical leave) after a minimum of three years of continuous service, to pursue a special line of study or research directly related to his/her work in the University/College/Institution or to make a special study of the various aspects of University organisation and methods of education, giving full plan of the work.
- iv. The study leave shall be granted by the Executive Council/Syndicate on the recommendation of the Head of the Department concerned. The leave shall not be granted for more than three years in one spell, save in exceptional cases, in which the Executive Council/Syndicate is satisfied that such extension is unavoidable on academic grounds and necessary in the interest of the University/College/Institution.
- v. The study leave shall not be granted to a teacher who is due to retire within five years of the date on which he/she is expected to return to duty after the expiry of study leave.
- vi. The study leave shall be granted not more than twice during one's entire career. However, the maximum period of study leave admissible during the entire service shall not exceed five years.
- vii. The study leave may be granted more than once, provided, that not less than five years have elapsed after the teacher/returned to duty on completion of the earlier spell of study leave. For subsequent spell of study leave, the teacher shall indicate the work done during the period of earlier leave as also give details of work to be done during the proposed spell of study leave.
- viii. No teacher who has been granted study leave shall be permitted to alter substantially the course of study or the programme of research without the permission of the Executive Council/Syndicate, in the event the course of study falls short of study leave sanctioned, the teacher shall resume duty on the conclusion of the course of study unless the previous approval of the Executive Council/Syndicate to treat the period of short-fall as Extra-Ordinary leave has been obtained.
- ix. Subject to the maximum period of absence from duty, on leave not exceeding three years, the study leave may be combined with the earned leave, half-pay leave, extra-ordinary leave of vacation provided that the earned leave at the credit of the teacher shall be availed of at the discretion of the teacher. When the study leave is taken in continuation of vacation, the period of study leave shall be deemed to begin to run on the expiry of the vacation. A teacher, who is selected to a higher post during the study leave, shall be placed in that position and shall get the higher scale only after joining the post.
- x. The period of study leave shall count as service for purpose of the retirement benefits (pension/contributory provident fund), provided that the teacher rejoins the University/College/Institution on the expiry of his/her study leave, and serve the institution for the period for which the Bond has been executed.
- xi. The study leave granted to a teacher shall be deemed to have been cancelled in case it is not availed of within 12 months of its sanction, provided, that where the study leave granted has been so cancelled. The teacher may apply again for such leave.
- xii. A teacher availing himself/herself of the study leave, shall undertake that he/she shall serve the University/College/Institution for a continuous period of at least three years to be calculated from the date of his/her resuming duty on the expiry of the study leave.
- xiii. A teacher -
 - (a) who is unable to complete his/her studies within the period of study leave granted to him/her or
 - (b) who fails to rejoin the services of the University on the expiry of his/her study leave or
 - (c) who rejoins the service of the university but leaves the service without completing the prescribed period of service after rejoining the service or
 - (d) who, within the said period, is dismissed or removed from the service by the University shall be liable to refund, to the University/College/Institution, the amount of the leave salary and allowances and other expenses, incurred on the teacher or paid to him/her or on his/her behalf in connection with the course of study.

Explanation:

If a teacher asks for extension of the study leave and is not granted the extension but does not rejoin duty on the expiry of the leave originally sanctioned, he/she shall be deemed to have failed to rejoin the service on the expiry of his/her leave for the purpose of recovery of dues under these Regulations.

Notwithstanding the above provision, the Executive Council/Syndicate may order that nothing in these Regulations shall apply to a teacher who, within three years of return to duty from study leave is permitted to retire from service on medical grounds, provided further that the Executive Council/Syndicate may, in any other exceptional case, waive or reduce, for reasons to be recorded the amount refundable by a teacher under these Regulations.

- xiv. After the leave has been sanctioned, the teacher shall, before availing himself/herself of the leave, execute a bond in favour of the University/College/Institution, binding himself/herself for the due fulfillment of the conditions laid down in paragraph (x) to (xiii) above and give security of immovable property to the satisfaction of the Finance Officer/Treasurer or a fidelity bond of an insurance company or a guarantee by a scheduled bank or furnish security of two permanent teachers for the amount which might become refundable to the University/College/Institutions in accordance with paragraph (x) to (xiii) above.
- xv. The teacher on study leave shall submit to the Registrar/Principal of his/her parent University/College/Institution six-monthly reports of progress in his/her studies from his/her supervisor or the Head of the institution. Such report shall reach the Registrar/Principal within one month of the expiry of every six months of the period of the study leave. If the report does not reach the Registrar/Principal within the specified time, the payment of leave salary may be deferred till the receipt of such report.
- xvi. The teacher on leave shall submit a comprehensive report on the completion of the study leave period. A copy of the research document/monograph/academic paper produced during the period of the study leave shall be put in the public domain, preferably on the website of the University/College/Institution.
- xvii. With a view to enhancing the knowledge and skills of the faculty members, especially the junior faculty, at the level of Assistant Professor, the Heads of universities/Colleges/Institutions and their subordinate Departments are enjoined to be generous in the award of study leave in the interest of faculty improvement, thereby impacting the academic standards of the University/College/Institution in the long run.

8.3 Sabbatical Leave:

- i) The permanent, whole-time teachers of the university and colleges who have completed seven years' of service as a Reader/Associate Professor or a Professor may be granted sabbatical leave to undertake study or research or any other academic pursuit solely for the object of increasing their proficiency and usefulness to the university and higher education system. The duration of leave shall not exceed one year, at a time, and two years in the entire career of the teacher.
- ii) A teacher, who has availed himself/herself of study leave, would not be entitled to the sabbatical leave, until after the expiry of five years from the date of the teacher's return from previous study leave or any other kind of training programme of duration of one year or more.
- iii) A teacher shall, during the period of sabbatical leave, be paid full pay and allowances (subject to the prescribed conditions being fulfilled) at the rates applicable to him/her immediately prior to his/her proceeding on sabbatical leave.
- iv) A teacher on sabbatical leave shall not take up, during the period of that leave, any regular appointment under another organisation in India or abroad. He/she may, however, be allowed to accept a fellowship or a research scholarship or ad hoc teaching and research assignment with honorarium or any other form of assistance, other than the regular employment in an institution of advanced studies, *provided* that in such cases the Executive Council/Syndicate may, if it so desires, sanction the sabbatical leave on reduced pay and allowances.
- v) During the period of sabbatical leave, the teacher shall be allowed to draw the increment on the due date. The period of leave shall also count as service for purposes of pension/contributory provident fund, *provided* that the teacher rejoins the university on the expiry of his/her leave.

8.4 Other Kinds of Leave Rules for Permanent Teachers of the Universities / Colleges

The following kinds of leave would be admissible to permanent teachers:

- (i) Leave treated as duty, viz. casual leave, special casual leave, and duty leave;
- (ii) Leave earned by duty, viz. earned leave, half-pay leave, and commuted leave;
- (iii) Leave not earned by duty, viz. extraordinary leave; and leave not due;
- (iv) Leave not debited to leave account
- (v) Leave for academic pursuits, viz. study leave, sabbatical leave and academic leave;
- (vi) Leave on grounds of health, viz., maternity leave and quarantine leave.
- (b) The Executive Council/Syndicate may grant, *in exceptional cases*, for the reasons to be recorded, any other kind of leave, subject to such terms and conditions as it may deem fit to impose.

I. Casual Leave

- (i) The total casual leave granted to a teacher shall not exceed eight days in an academic year.
- (ii) Casual leave cannot be combined with any other kind of leave except special casual leave. However, such casual leave may be combined with holidays including Sundays. Holidays or Sundays falling within the period of casual leave shall not be counted as casual leave.

II. Special Casual Leave

- (i) Special casual leave, not exceeding 10 days in an academic year, may be granted to a teacher:
 - (a) To conduct examination of a university/Public Service Commission/Board of Examination or any other similar body/institution; and
 - (b) To inspect academic institutions attached to a statutory board.
- (ii) In computing the 10 days' leave admissible, the days of actual journey, if any, to and from the places where activities specified above, take place, will be excluded.
- (iii) In addition, special casual leave to the extent mentioned below, may also be granted;
 - (a) To undergo sterilization operation (vasectomy or salpingectomy) under family welfare programme. Leave in this case shall be restricted to six working days; and
 - (b) To a female teacher who undergoes non-puerperal sterilization. Leave in this case shall be restricted to 14 days.
- (iv) The special casual leave shall not accumulate, nor can it be combined with any other kind of leave except the casual leave. It may be granted in combination with holidays or vacation by the sanctioning authority on each occasion.

III. Earned Leave

- (i) Earned leave admissible to a teacher shall be:
 - (a) 1/30th of the actual service, including vacation; *plus*
 - (b) 1/3rd of the period, if any, during which he/she is required to perform duty during the vacation.

For purposes of computation of the period of actual service, all periods' of leave except casual, special casual, and duty leave, shall be excluded.
- (ii) Earned leave at the credit of a teacher shall not accumulate beyond 300 days. The maximum period of earned leave that may be sanctioned at a time shall not exceed 60 days. Earned leave exceeding 60 days may, however, be sanctioned in the case of higher study, or training, or leave with medical certificate, or when the entire leave, or a portion thereof, is spent outside India.

For removal of doubt, it may be clarified :

1. When a teacher combines vacation with earned leave, the period of vacation shall be reckoned as leave in calculating the maximum amount of leave on average pay which may be included in the particular period of leave.

2. In case where only a portion of the leave is spent outside India, the grant of leave in excess of 120 days shall be subject to the condition that the portion of the leave spent in India shall not, in the aggregate, exceed 120 days.
3. Encashment of earned leave shall be allowed to members of the teaching staff as applicable to the employees of the Central Government or State Government.

IV. Half-pay Leave

Half-pay leave may be sanctioned for a period of 20 days to a permanent teacher for each completed year of service. Such leave may be granted on the basis of a medical certificate from a registered medical practitioner, for any private affairs or for any academic purpose.

Explanation:

A "completed year of service" means the continuous service of a specified duration under the university, and includes the periods of absence from duty as well as leave, including the extraordinary leave.

Note : Half-pay leave shall be combined with earned leave for calculating the number of earned leaves in case the number of earned leaves are less than 300 for purpose of encashment of leave at the time of superannuation as applicable to the employees of Government of India/State Government.

V. Commuted Leave

Commuted leave, not exceeding half the amount of half-pay leave due, may be granted to a permanent teacher on the basis of medical certificate from a registered medical practitioner subject to the following conditions:

- (i) Commuted leave during the entire service shall be limited to a maximum of 240 days;
- (ii) When commuted leave is granted, twice the amount of such leave shall be debited against the half-pay leave account; and
- (iii) The total duration of earned leave and commuted leave taken in conjunction shall not exceed 240 days, at a time;

Provided that no commuted leave shall be granted under these Regulations, unless the authority competent to sanction leave has reason to believe that the teacher would return to duty on its expiry.

VI. Extraordinary Leave

- (i) A permanent teacher may be granted extraordinary leave when:
 - (a) No other leave is admissible; or
 - (b) Other leave is admissible and the teacher applies in writing for the grant of extraordinary leave.
- (ii) The extraordinary leave shall always be without pay and allowances. It shall not count for an increment except in the following cases:
 - (a) Leave taken on the basis of medical certificates;
 - (b) Cases where the Vice-Chancellor/Principal is satisfied that the leave was taken due to causes beyond the control of the teacher, such as inability to join or rejoin duty due to civil commotion or a natural calamity, and the teacher has no other kind of leave to his credit;
 - (c) Leave taken for pursuing higher studies; and
 - (d) Leave granted to accept an invitation to a teaching post or fellowship or research-cum- teaching post or on assignment for technical or academic work of importance.
- (iii) Extraordinary leave may be combined with any other leave except the casual leave and special casual leave, provided that the total period of continuous absence from duty on leave (including periods of vacation when such vacation is taken in conjunction with leave) shall not exceed three years, except in cases where the leave is taken on medical certificate. The total period of absence from duty shall in no case, exceed five years in the entire service period of the individual.
- (iv) The authority empowered to grant leave may commute retrospectively the periods of absence without the leave into extraordinary leave.

VII. 'Leave Not Due'

- (i) 'Leave not due', may, at the discretion of the Vice-Chancellor/Principal, be granted to a permanent teacher for a period not exceeding 360 days during the entire period of service, out of which not more than 90 days at a time and 180 days, in all, may be otherwise than on a medical certificate. Such leave shall be debited against the half-pay leave earned by him/her subsequently.
- (ii) 'Leave not due' shall not be granted, unless the Vice-Chancellor/Principal is satisfied that as far as can reasonably be foreseen, the teacher will return to duty on the expiry of the leave and earn the leave granted.
- (iii) A teacher to whom 'leave not due' is granted shall not be permitted to tender his/her resignation from service so long as the debit balance in his/her leave account is not wiped off by active service, or he/she refunds the amount paid to him/her as pay and allowances for the period not so earned. In a case where retirement is unavoidable on account of reason of ill-health, incapacitating the teacher for further service, refund of leave salary for the period of leave yet to be earned may be waived by the Executive Council/College Governing Body.

Provided that the Executive Council/College Governing Body may waive off, in any other exceptional case, for reasons to be recorded in writing, the refund of leave salary for the period of leave yet to be earned.

VIII. Maternity Leave

- (i) Maternity leave on full pay may be granted to a woman teacher for a period not exceeding 180 days, to be availed of twice in the entire career. Maternity leave may also be granted in case of miscarriage, including abortion, subject to the condition that the total leave granted in respect of this to a woman teacher in her career is not more than 45 days, and the application for leave is supported by a medical certificate.
- (ii) Maternity leave may be combined with any earned leave, half-pay leave or extraordinary leave, but any leave applied for in continuation of the maternity leave may be granted if the request is supported by a medical certificate.

IX. Child-care Leave

Woman teachers having any minor child/children may be granted leave up to a period of two years for taking care of the minor child/children. The child-care leave for a maximum period of two years (730 days) may be granted to the woman teachers during entire service period in lines with the Central Government woman employees. In the cases, where the child-care leave is granted for more than 45 days, the University/College/Institution may appoint a part-time / guest substitute teacher with intimation to the UGC.

X. Paternity Leave

Paternity leave of 15 days may be granted to male teachers during the confinement of their wife, and such leave shall be granted only up to two children.

XI. Adoption leave

Adoption leave may be provided as per the rules of the Central Government.

XII. Surrogacy leave

Leave for Surrogacy shall be applicable as per the Rules, Regulations and Norms as laid down by the Government of India.

9. Research Promotion Grant

The UGC or the respective agency (Central/State Governments) may provide a start-up grant at the level of Rs. 3.0 lakhs in Social Sciences, Humanities and Languages and Rs. 6.0 lakhs in Sciences and Technology to teachers and other non-vocational academic staff to take up research immediately after their appointment.

9.1 Consultancy Assignments

The consultancy rules, terms, conditions and the model of revenue sharing between institutions and consultant-teachers shall be as per the UGC Consultancy Rules to be provided separately.

10.0 Counting of Past Services for Direct Recruitment and Promotion under CAS

Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional organisations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR and DBT, should count for the direct recruitment and promotion under the CAS of a teacher as Assistant Professor, Associate Professor, Professor or any other nomenclature, provided that:

- (a) The essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be.
- (b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer) Associate Professor (Reader) and Professor.
- (c) The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.
- (d) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of the University/State Government/Central Government/ Institutions concerned, for such appointments.
- (e) The previous appointment was not as guest lecturer for any duration.
- (f) The previous Ad-hoc or Temporary or contractual service (by whatever nomenclature it may be called) shall be counted for direct recruitment and for promotion, provided that:
 - (i) the essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be
 - (ii) the incumbent was appointed on the recommendation of a duly constituted Selection Committee/Selection Committee constituted as per the rules of the respective university;
 - (iii) the incumbent was drawing total gross emoluments not less than the monthly gross salary of a regularly appointed Assistant Professor, Associate Professor and Professor, as the case may be; and
- (g) No distinctions shall be made with reference to the nature of management of the institution where previous service was rendered (private/local body/Government), while counting the past service under this clause.

11.0 Period of Probation and Confirmation

- 11.1** The minimum period of probation of a teacher shall be one year, extendable by a maximum period of one more year in case of unsatisfactory performance.
- 11.2** The teacher on probation shall be confirmed at the end of one year, unless extended by another year through a specific order, before expiry of the first year.
- 11.3** Subject to Clause 11 of this Regulation, it is obligatory on the part of the university/the concerned institution to issue an order of confirmation to the incumbents within 45 days of completion of the probation period after following the due process of verification of satisfactory performance.
- 11.4** The probation and confirmation rules shall be applicable only at the initial stage of recruitment, issued from time to time, by the Central Government.
- 11.5** All other Central Government rules on probation and confirmation shall be applicable *mutatis mutandis*.

12.0 Creation and Filling-up of Teaching Posts

- 12.1** Teaching posts in universities, as far as feasible, may be created in a pyramidal order, for instance, for one post of Professor, there shall be two posts of Associate Professors and four posts of Assistant Professor, per department.
- 12.2** All the sanctioned/approved posts in the university system shall be filled up on an urgent basis.

13.0 Appointments on Contract Basis

The teachers should be appointed on contract basis only when it is absolutely necessary and when the student-teacher ratio does not satisfy the laid-down norms. In any case, the number of such appointments should not exceed 10% of the total number of faculty positions in a College/University. The qualifications and selection procedure for appointing them should be the same as those applicable to a regularly-appointed teacher. The

fixed emoluments paid to such contract teachers should not be less than the monthly gross salary of a regularly-appointed Assistant Professor. Such appointments should not be made initially for more than one academic session, and the performance of any such entrant teacher should be reviewed for academic performance before reappointing him/her on contract basis for another session. Such appointments on contract basis may also be resorted to when absolutely necessary to fill vacancies arising due to maternity leave, child-care leave, etc.

14.0 Teaching Days

- 14.1** The Universities/Colleges must have at least 180 teaching, i.e., there should be a minimum of 30 weeks of actual teaching in a 6-day week. Of the remaining period, 12 weeks may be devoted to admission and examination activities, and non-instructional days for co-curricular, sports, college day, etc., 8 weeks for vacations and 2 weeks may be attributed to various public holidays. If the University adopts a 5 day week pattern, then the number of weeks should be increased correspondingly to ensure the equivalent of 30 weeks of actual teaching, with a 6-day week.

The above provision is summarised as follows:

| Categorisation | Number of weeks : 6-days a week pattern | | Number of weeks : 5-days a week pattern | |
|---|---|------------------------|---|------------------------|
| | University | College | University | College |
| Teaching and Learning Process | 30 (180 days) weeks | 30 (180 days) weeks | 36 (180 days) weeks | 36 (180 days) weeks |
| Admissions, Examinations, and preparation for Examination | 12 | 10 | 8 | 8 |
| Vacations | 8 | 10 | 6 | 6 |
| Public Holidays (to increase and adjust teaching days accordingly) | 2 | 2 | 2 | 2 |
| Total | 52 | 52 | 52 | 52 |

- 14.2** In-lieu of the curtailment of vacation by 2 weeks, the university teachers may be credited with 1/3rd of the period of their earned leave. However, colleges may have an option of a total vacation of 10 weeks in a year and no earned leave except when required to work during the vacations for which, as in the case of University teachers, 1/3rd of the period shall be credited as Earned Leave.

15.0 Workload

- 15.1** The workload of the teachers in full employment should not be less than Forty hours a week for Thirty working weeks (One Hundred and Eighty teaching days) in an academic year. It should be necessary for the teacher to be available for at least Five hours daily in the University/College. Teachers shall devote at least Two hours per day for mentoring of students (minimum Fifteen students per coordinator) for Community Development/Extra-Curricular Activities/library consultation/research in case of Under-Graduate Courses and/or at least Two hours per day for research in case of Post-Graduate courses, for which the necessary space and infrastructure shall be provided by the University/College. The direct teaching-learning work load should be as follows:

Assistant Professor - 16 hours per week

Associate Professor/Professor - 14 hours per week

- 15.2** Professors/ Associate Professors/ Assistant Professors involved in administration/ extension work can devote two hours per week from the teaching and learning hours.

16.0 Service Agreement and Fixing of Seniority

- 16.1** At the time of recruitment in Universities and Colleges, a service agreement should be executed between the University/College and the teacher concerned and a copy thereof shall be deposited with the Registrar/Principal. Such service agreement shall be duly stamped as per the government rates applicable.

- 16.2.** The self-appraisal methodology, as per Clause 6.0 and its sub-clauses and Clauses 6.1 to 6.4 and all the sub-clauses contained therein and as per Tables 1 to 5 of Appendix II, as per eligibility, shall form part of the service agreement/record.

16.3 Inter-se seniority between the direct recruited and teachers promoted under CAS

The inter-se seniority of a direct recruit shall be determined with reference to the date of joining and for the teachers promoted under the CAS with reference to the date of eligibility as indicated in the recommendations of the selection committee of the respective candidates. The rules and regulations of the respective Central/State Government shall apply, for all other matters of seniority.

17.0 Code of Professional Ethics

I. Teachers and their Responsibilities :

Whoever adopts teaching as a profession assumes the obligation to conduct himself / herself in accordance with the ideal of the profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teacher should be calm, patient and communicative by temperament and amiable in disposition.

Teacher should:

- (i) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (ii) Manage their private affairs in a manner consistent with the dignity of the profession;
- (iii) Seek to make professional growth continuous through study and research;
- (iv) Express free and frank opinion by participation at professional meetings, seminars, conferences etc., towards the contribution of knowledge;
- (v) Maintain active membership of professional organisations and strive to improve education and profession through them;
- (vi) Perform their duties in the form of teaching, tutorials, practicals, seminars and research work, conscientiously and with dedication;
- (vii) Discourage and not indulge in plagiarism and other non ethical behaviour in teaching and research;
- (viii) Abide by the Act, Statute and Ordinance of the University and to respect its ideals, vision, mission, cultural practices and tradition;
- (ix) Co-operate and assist in carrying out the functions relating to the educational responsibilities of the college and the university, such as: assisting in appraising applications for admission, advising and counselling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation; and
- (x) Participate in extension, co-curricular and extra-curricular activities, including the community service.

II. Teachers and Students

Teachers should:

- (i) Respect the rights and dignity of the student in expressing his/her opinion;
- (ii) Deal justly and impartially with students regardless of their religion, caste, gender, political, economic, social and physical characteristics;
- (iii) Recognise the difference in aptitude and capabilities among students and strive to meet their individual needs;
- (iv) Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
- (v) Inculcate among students scientific temper, spirit of inquiry and ideals of democracy, patriotism, social justice, environmental protection and peace;
- (vi) Treat the students with dignity and not behave in a vindictive manner towards any of them for any reason;

- (vii) Pay attention to only the attainment of the student in the assessment of merit;
- (viii) Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward;
- (ix) Aid students to develop an understanding of our national heritage and national goals; and
- (x) Refrain from inciting students against other students, colleagues or administration.

III. Teachers and Colleagues

Teachers should:

- (i) Treat other members of the profession in the same manner as they themselves wish to be treated;
- (ii) Speak respectfully of other teachers and render assistance for professional betterment;
- (iii) Refrain from making unsubstantiated allegations against colleagues to higher authorities; and
- (iv) Refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavour.

IV. Teachers and Authorities :

Teachers should:

- (i) Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and / or professional organisations for change of any such rule detrimental to the professional interest;
- (ii) Refrain from undertaking any other employment and commitment, including private tuitions and coaching classes which are likely to interfere with their professional responsibilities;
- (iii) Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand;
- (iv) Co-operate through their organisations in the formulation of policies of the other institutions and accept offices;
- (v) Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with the dignity of the profession;
- (vi) Adhere to the terms of contract;
- (vii) Give and expect due notice before a change of position takes place; and
- (viii) Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view their particular responsibility for completion of academic schedule.

V. Teachers and Non-Teaching Staff :

Teachers should :

- (i) Treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution;
- (ii) Help in the functioning of joint-staff councils covering both the teachers and the non-teaching staff.

VI. Teachers and Guardians

Teachers should:

- (i) Try to see through teachers' bodies and organisations, that institutions maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.

VII. Teachers and Society

Teachers should:

- (i) Recognise that education is a public service and strive to keep the public informed of the educational programmes which are being provided;

- (ii) Work to improve education in the community and strengthen the community's moral and intellectual life ;
- (iii) Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole;
- (iv) Perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices;
- (v) Refrain from taking part in or subscribing to or assisting in any way activities, which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for national integration.

The Vice-Chancellor/Pro-Vice-Chancellor/Rector

The Vice-Chancellor/Pro-Vice-Chancellor/Rector should :

- (a) Provide inspirational and motivational value-based academic and executive leadership to the university through policy formation, operational management, optimization of human resources and concern for environment and sustainability;
- (b) Conduct himself/herself with transparency, fairness, honesty, highest degree of ethics and decision making that is in the best interest of the university;
- (c) Act as steward of the university's assets in managing the resources responsibility, optimally, effectively and efficiently for providing a conducive working and learning environment;
- (d) Promote the collaborative, shared and consultative work culture in the university, paving way for innovative thinking and ideas;
- (e) Endeavour to promote a work culture and ethics that brings about quality, professionalism, satisfaction and service to the nation and society.
- (f) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

College Principal should;

- (a) Provide inspirational and motivational value-based academic and executive leadership to the college through policy formation, operational management, optimization of human resources and concern for environment and sustainability;
- (b) Conduct himself/herself with transparency, fairness, honesty, highest degree of ethics and decision making that is in the best interest of the college;
- (c) Act as steward of the College's assets in managing the resources responsibility, optimally, effectively and efficiently for providing a conducive working and learning environment;
- (d) Promote the collaborative, shared and consultative work culture in the college, paving way for innovative thinking and ideas;
- (e) Endeavour to promote a work culture and ethics that brings about quality, professionalism, satisfaction and service to the nation and society.
- (f) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (g) Manage their private affairs in a manner consistent with the dignity of the profession;
- (h) Discourage and not indulge in plagiarism and other non ethical behaviour in teaching and research;
- (i) Participate in extension, co-curricular and extra-curricular activities, including the community service.
- (j) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

Director Physical Education and Sports (University/College)/Librarian (University/College) should;

- (a) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (b) Manage their private affairs in a manner consistent with the dignity of the profession;
- (c) Discourage and not indulge in plagiarism and other non ethical behaviour in teaching and research;
- (d) Participate in extension, co-curricular and extra-curricular activities, including the community service.

(E) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

18.0 Maintenance of Standards in Higher-Education Institutions:

In order to maintain the academic standards in higher education, the following recommendations shall be adopted by the respective Universities/Colleges/Institutions:

- i. The process of evaluation for Ph.D shall be uniform in all the universities in accordance with the respective UGC Regulations and their amendments from time to time, in this regard. The Universities shall adopt these Regulations within six months of their notification.
- ii. There shall be special provision of supernumerary Ph.D seats not exceeding 10% of the total seats available in the department, if there is no vacant seat available with the eligible Supervisors in that department, to the in-service teachers for encouraging the faculty members of colleges and universities for getting a Ph.D. degree.
- iii. In order to encourage research and increase country's research output, Universities shall accord permission and provide need-based facility for college teachers to supervise Ph.D./M.Phil. scholars. Universities shall amend their Statutes and Ordinances accordingly.
- iv. All newly-recruited faculty members shall be provided one-time seed money/start up grant/research grant for establishing a basic research/computational facility as per the provisions laid down in these regulations.
- v. The Ph.D. degree shall be made a mandatory requirement for recruitment and promotions in accordance with the provisions laid down in these Regulations.
- vi. Research clusters shall be created amongst the universities/colleges/research institutions within the state for sharing research facilities, human resources, skills and infrastructure to ensure optimal utilisation of resources and to create synergies among higher education institutions.
- vii. An induction programme of one month shall be introduced for all newly-recruited Assistant Professors in the universities /colleges/institutions ideally before the starting of their teaching work, but definitely within one year of the recruitment of the new faculty member. In addition to the Human Resource Development Centres of the UGC, Universities/Institutions with the Pandit Madan Mohan Malviya National Mission on Teachers and Teaching(PMMMNTT) scheme shall also organize such induction programmes as per their mandate.
- viii. These induction programmes shall be treated at par with the Orientation Programmes already being run by the Human Resource Development Centres of the UGC for the purpose of the CAS requirements. Universities/Colleges/Institutions shall send the faculty members to such programmes in a phased manner so that the teaching work does not suffer.
- ix. All short-term and long-duration capacity-building programmes for teachers/faculty ranging from one week to one month as well as seminars, workshops in different pedagogic and discipline-specific areas being conducted by centres such as Schools of Education (SoEs), Teaching Learning Centres (TLCs), Faculty Development Centres (FDCs), Centres for Excellence in Science and Mathematics (CESMEs), Centres for Academic Leadership and Education Management (CALEMs) under the PMMMNMTT scheme shall be taken into consideration for fulfilment of the requirements as laid down in Career Advancement Scheme of these Regulations.

19.0 Other Terms and Conditions

19.1 Incentives for Ph.D./M.Phil. and other Higher Qualification

- i. Five non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to persons possessing the degrees of Ph.D. awarded in a relevant discipline by the University following the process of admission, registration, course work and external evaluation as prescribed by the UGC.
- ii. M.Phil degree holders at the time of recruitment to the post of Assistant Professor shall be entitled to two non-compounded advance increments.
- iii. Those possessing Post-graduate degree in the professional course such as LL.M./M.Tech/M.Arch./M.E./M.V.Sc./M.D., etc. recognized by the relevant statutory body/ council, shall also be entitled to two non-compounded advance increments at the entry level.
- iv.
 - a) Teachers who complete their Ph.D. degree while in service shall be entitled to three non-compounded increments fixed at increment applicable at entry level only if such Ph.D. is in a relevant discipline of the

discipline of employment and has been awarded by a University complying with the process prescribed by the UGC for enrolment, course work, evaluation, etc.

- b) However, teachers in service who have already been awarded Ph.D. by the time of coming into force of these Regulations or having been enrolled for Ph.D. have already undergone course-work as well as evaluation, if any, and only Notification in regard to the award of Ph.D. is awarded, shall also be entitled to the award of three non-compounded increments fixed at increment applicable at entry level only, even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.
- v. In respect of every other case, a teacher who is already enrolled for Ph.D. shall avail the benefit of three non-compounded increments fixed at increment applicable at entry level only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either course-work or evaluation or both, as the case may be.
- vi. Teachers in service who have not yet enrolled for Ph.D. shall therefore, derive the benefit of three non-compounded increments fixed at increment applicable at entry level only on award of Ph.D. , while in service only if such enrolment is with a university which complies with the entire process including that of enrolment as prescribed by the UGC.
- vii. Teachers who acquire M.Phil. Degree or a post-graduate degree in a professional course recognised by the relevant Statutory Body / Council, while in service, shall be entitled to one advance increment fixed at increment applicable at entry level only.
- viii. Five non-compounded advance increments shall be admissible to Assistant Librarian / College Librarian who are recruited at entry level with Ph.D. degree in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation process for the award of Ph.D. in Library Science.
- ix. (a) Assistant Librarian/College Librarian acquiring the degree of Ph.D. at any time while in service, in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation shall be entitled to three non-compounded advance increments fixed at increment applicable at entry level only.
- (b) However, persons in posts of Assistant Librarian/College Librarian on higher positions who have already been awarded Ph.D. in library science at the time of coming into force of these Regulations or having already undergone course-work as well as evaluation, if any, and only Notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of three non-compounded increments fixed at increment applicable at entry level only.
- x. In respect of every other case of persons in the post of Assistant Librarian / College Librarian or higher positions who are already enrolled for Ph.D. shall avail the benefit three non-compounded increments fixed at increment applicable at entry level only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D.in respect of either course-work or evaluation or both as the case may be.
- xi. Assistant Librarian/College librarian and others in higher library positions in service who have not yet enrolled for Ph.D. shall therefore, derive the benefit of three non-compounded increments fixed at increment applicable at entry level only on award of Ph.D. while in service only if such enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.
- xii. Two non-compounded advance increments shall be admissible for Assistant Librarian/College Librarian with M.Phil. degree in Library Science at the entry level. Assistant Librarian/College Librarian and those in higher positions acquiring M.Phil degree in library science at any time during the course of their service shall be entitled to one advance increment fixed at increment applicable at entry level only.
- xiii. Five non-compounded advance increments shall be admissible to Assistant Director of Physical Education and Sports / College Director of Physical Education and Sports who are recruited at entry level with Ph.D. degree in the discipline of Physical Education/Physical Education and Sports / Sports Science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation process for the award of Ph.D. in Physical Education/Physical Education and Sports / Sports Science.

xiv. Notwithstanding anything in the forgoing clauses, those who have already availed the benefit of advance increments for possessing Ph.D./M.Phil at the entry level or in service once either under this regulation or under the earlier schemes/regulations shall not be entitled to the benefit of advance increments under these Regulations.

xv. Teachers, library and Physical Education and Sports cadres who have already availed the benefits of increments as per the then existing policy for acquiring Ph.D./M.Phil. while in service shall not be entitled to advance increments under these Regulations.

xvi. For posts at the entry level where no such advance increments were admissible for possessing Ph.D./M.Phil. under the earlier schemes/regulations, the benefit of advance of increments for possessing Ph.D./M.Phil shall be available to only those appointments which have been made on or after the coming into force of these Regulations.

19.2 Promotion

When an individual gets a promotion, his new pay on promotion would be fixed in the Pay Matrix as follows:

On promotion, the teacher or equivalent position would be given a notional increment in his/her existing Academic Level of Pay, by moving him/her to the next higher Cell at that Level; and the pay shown in this Cell would now be located in the new Academic Level corresponding to the post to which he/she has been promoted. If a Cell identical with that pay is available in the new Level, that Cell shall be the new pay, otherwise the next higher Cell in that Level shall be the new pay of the teacher or equivalent position. If the pay arrived at in this manner is less than the first Cell in the new Level, then the pay shall be fixed at the first Cell of the new Level.

19.3 Allowances and Benefits

- I. Other allowances and benefits, such as Hometown Travel Concession, Leave Travel Concession, Special Compensatory Allowances, Children's Education Allowance, Transport Allowance, House Rent Allowance, House Building Allowance, Deputation Allowance, Travelling Allowance, Dearness Allowance, Area-based Special Compensatory Allowance etc. for teachers and Library and Physical Education and Sports Cadres, shall be as applicable to the Central Government employees and be governed by the relevant rules as notified by the Government of India from time to time.
- II. Pension, Gratuity, ex-gratia compensation etc. as applicable to Central/State Government employees shall also be applicable to teachers and Library and Physical Education and Sports Cadres of Central/State Universities and Colleges including affiliated and constituent Colleges as the case may be.
- III. Medical Benefits: All medical benefits for teachers and Library and Physical Education Cadres, shall be as applicable to the Central Government employees. Further, the Teachers and Library and Physical Education Cadres may be placed under Central Government Health Scheme or any other such scheme of the Central Government/ Health Scheme of respective State Government, as the case may be, for Central/State Universities/Colleges respectively.

APPENDICES

| | |
|-------------|---|
| Appendix I | Fitment Tables for fixation of pay of the existing incumbents, who were in position as on 01.01.2016, in various categories of posts indicated in the tables (MHRD Notification MHRD letters No. Corrigendum F.No.1-7/2015-U.II(1) dated 08.11.2017 |
| Appendix II | <u>Assessment Criteria and Methodology</u> Table 1 to 3 - For University and College Teachers Table 4 - For Assistant Librarian, Deputy Librarian, Librarian etc. Table 5 - For Assistant Director/Deputy Director/Director Physical Education and Sports etc. |

SANJEEV KUMAR NARAYAN, Under Secy.

[ADVT.-III/4/Exty./147/18]

Appendix I

Fitment Tables for fixation of pay of the existing incumbents, who were in position as on 01.01.2016, in various categories of posts indicated in the tables

F.No.1-7/2015-U.II(1)
Government of India
Ministry of Human Resource Development
Department of Higher Education
University-2 Section

Shastri Bhavan, New Delhi
Dated 2 November, 2017

Corrigendum

Subject: Scheme of revision of pay of teachers and equivalent cadres in universities and colleges following the revision of pay scales of Central Government employees on the recommendations of the 7th Central Pay Commission (CPC).

In the order of the Government of India in the Ministry of Human Resource Development (Department of Higher Education) no. 1-7/2015-U.II(1) dated 2.11.2017 in the Annexure (Page 9) appended to the said order, figures mentioned in

- (a) Cell Academic level 12, row 9 may be read as "84,700" instead of "84,100"
- (b) Cell Academic level 13A, row 10 may be read as "2,04,700" instead of "2,04,100"
- (c) Cell Academic level 14, row 9 may be read as "1,82,700" instead of "1,82,100"

- 2. The rest of the content of the above order remains the same.

K. K. Tripathy
(Dr. K.K. Tripathy) 21/11/17
Director

To,

1. The Secretary, University Grants Commission, Bahadurshah Zafar Marg, New Delhi -110 002.
2. Vice Chancellors of all Central Universities/ Institutions Deemed to be Universities fully funded by the Central Government.
3. Principal Secretary to Prime Minister, South Block, Central Secretariat, New Delhi.
4. Secretary (Coordination), Cabinet Secretariat, Rashtrapati Bhavan, New Delhi.
5. Secretary, Department of Expenditure, North Block, New Delhi.
6. Secretary, Department of Personnel & Training, North Block, New Delhi.
7. Secretary, Department of Agriculture Research and Education, Krishi Bhavan, New Delhi.
8. Secretary, Ministry of Health and Family Welfare (Medical Education), Nirman Bhavan, New Delhi.
9. Member Secretary, All India Council for Technical Education, New Delhi.
10. Chief Secretaries of all State Governments.
11. Web Master, Ministry of Human Resource Development for publication on the website of the Ministry, hosted by the National Informatics Centre.

Annexure-I

Pay Matrix

| Pay Band (Rs.) | 15,600-39,100 | | | 37,400-67,000 | | 67,000-79,000 |
|------------------------------|---------------|----------|----------|---------------|----------|---------------|
| Grade Pay (Rs.) | 6,000 | 7,000 | 8,000 | 9,000 | 10,000 | 0 |
| Index of Rationalization | 2.67 | 2.67 | 2.67 | 2.67 | 2.72 | 2.72 |
| Entry Pay (Rs.) | 21,600 | 25,790 | 29,900 | 49,200 | 53,000 | 67,000 |
| Academic Level | 10 | 11 | 12 | 13A | 14 | 15 |
| Rationalised Entry Pay (Rs.) | 57,700 | 68,900 | 79,800 | 1,31,400 | 1,44,200 | 1,82,200 |
| 1 | 59,400 | 71,000 | 82,200 | 1,35,300 | 1,48,500 | 1,87,700 |
| 2 | 61,200 | 73,100 | 84,700 | 1,37,400 | 1,51,000 | 1,90,300 |
| 3 | 63,000 | 75,200 | 86,800 | 1,39,500 | 1,53,500 | 1,92,900 |
| 4 | 64,900 | 77,600 | 89,800 | 1,42,000 | 1,56,000 | 1,95,100 |
| 5 | 66,800 | 79,900 | 92,500 | 1,44,500 | 1,58,500 | 1,97,300 |
| 6 | 68,800 | 82,300 | 95,300 | 1,47,000 | 1,61,000 | 2,00,100 |
| 7 | 70,900 | 84,800 | 98,200 | 1,49,500 | 1,63,500 | 2,02,900 |
| 8 | 73,000 | 87,300 | 1,01,100 | 1,52,000 | 1,66,000 | 2,05,700 |
| 9 | 75,200 | 89,900 | 1,04,100 | 1,54,500 | 1,68,500 | 2,08,500 |
| 10 | 77,500 | 92,600 | 1,07,200 | 1,57,000 | 1,71,000 | 2,11,300 |
| 11 | 79,800 | 95,400 | 1,10,400 | 1,59,500 | 1,73,500 | 2,14,100 |
| 12 | 82,200 | 98,300 | 1,13,700 | 1,62,000 | 1,76,000 | 2,16,900 |
| 13 | 84,700 | 1,01,200 | 1,17,100 | 1,64,500 | 1,78,500 | 2,19,700 |
| 14 | 87,200 | 1,04,200 | 1,20,600 | 1,67,000 | 1,81,000 | 2,22,500 |
| 15 | 89,800 | 1,07,300 | 1,24,200 | 1,69,500 | 1,83,500 | 2,25,300 |
| 16 | 92,500 | 1,10,500 | 1,27,900 | 1,72,000 | 1,86,000 | 2,28,100 |

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| Pay Band (Rs.) | 15,600-39,100 | | | 37,400-67,000 | | 67,000-79,000 |
|----------------|---------------|----------|----------|---------------|--|---------------|
| 18 | 95,300 | 1,13,800 | 1,31,700 | 2,17,100 | | |
| 19 | 98,200 | 1,17,200 | 1,35,700 | | | |
| 20 | 1,01,100 | 1,20,700 | 1,39,800 | | | |
| 21 | 1,04,100 | 1,24,300 | 1,44,000 | | | |
| 22 | 1,07,200 | 1,28,000 | 1,48,300 | | | |
| 23 | 1,10,400 | 1,31,800 | 1,52,700 | | | |
| 24 | 1,13,700 | 1,35,800 | 1,57,300 | | | |
| 25 | 1,17,100 | 1,39,900 | 1,62,000 | | | |
| 26 | 1,20,600 | 1,44,100 | 1,66,800 | | | |
| 27 | 1,24,200 | 1,48,400 | 1,71,600 | | | |
| 28 | 1,27,900 | 1,52,800 | 1,77,100 | | | |
| 29 | 1,31,700 | 1,57,500 | 1,82,400 | | | |
| 30 | 1,35,700 | 1,62,200 | 1,87,900 | | | |
| 31 | 1,39,800 | 1,67,100 | 1,93,500 | | | |
| 32 | 1,44,000 | 1,72,100 | 1,99,300 | | | |
| 33 | 1,48,300 | 1,77,300 | 2,05,300 | | | |
| 34 | 1,52,700 | 1,82,600 | 2,11,500 | | | |
| 35 | 1,57,300 | 1,88,100 | | | | |
| 36 | 1,62,000 | 1,93,700 | | | | |
| 37 | 1,66,800 | 1,99,500 | | | | |
| 38 | 1,71,600 | 2,05,500 | | | | |
| 39 | 1,77,100 | | | | | |
| 40 | 1,82,400 | | | | | |

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Appendix II**Table 1****Assessment Criteria and Methodology for University/College Teachers**

| S.No. | Activity | Grading Criteria |
|---|--|--|
| 1. | Teaching: (Number of classes taught/total classes assigned)x100% (Classes taught includes sessions on tutorials, lab and other teaching related activities) | 80% & above - Good Below 80% but 70% & above-Satisfactory Less than 70% - Not satisfactory |
| 2. | Involvement in the University/College students related activities/research activities: (a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. (b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. (c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. (d) Organising seminars/ conferences/ workshops, other college/university activities. (e) Evidence of actively involved in guiding Ph.D students. (f) Conducting minor or major research project sponsored by national or international agencies. (g) At least one single or joint publication in peer-reviewed or UGC list of Journals. | Good - Involved in at least 3 activities Satisfactory - 1-2 activities Not-satisfactory - Not involved / undertaken any of the activities Note: Number of activities can be within or across the broad categories of activities |
| Overall Grading: Good: Good in teaching and satisfactory or good in activity at Sl.No.2. Or Satisfactory: Satisfactory in teaching and good or satisfactory in activity at Sl.No.2. Not Satisfactory: If neither good nor satisfactory in overall grading Note: For the purpose of assessing the grading of Activity at Serial No. 1 and Serial No. 2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution. | | |

Table 2**Methodology for University and College Teachers for calculating Academic/Research Score**

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

| S.N. | Academic/Research Activity | Faculty of Sciences /Engineering / Agriculture / Medical /Veterinary Sciences | Faculty of Languages / Humanities / Arts / Social Sciences / Library /Education / Physical Education / Commerce / Management & other related disciplines |
|------|--|---|--|
| 1. | Research Papers in Peer-Reviewed or UGC listed Journals | 08 per paper | 10 per paper |
| 2. | Publications (other than Research papers) | | |
| | (a) Books authored which are published by ; | | |
| | International publishers | 12 | 12 |
| | National Publishers | 10 | 10 |
| | Chapter in Edited Book | 05 | 05 |
| | Editor of Book by International Publisher | 10 | 10 |
| | Editor of Book by National Publisher | 08 | 08 |
| | | | |
| | | | |
| | (b) Translation works in Indian and Foreign Languages by qualified faculties | | |
| | Chapter or Research paper | 03 | 03 |
| | Book | 08 | 08 |
| 3. | Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula | | |
| | (a) Development of Innovative pedagogy | 05 | 05 |
| | (b) Design of new curricula and courses | 02 per curricula/course | 02 per curricula/course |
| | (c) MOOCs | | |
| | Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit) | 20 | 20 |
| | MOOCs (developed in 4 quadrant) per module/lecture | 05 | 05 |
| | Content writer/subject matter expert for each module of MOOCs (at least one quadrant) | 02 | 02 |
| | Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit) | 08 | 08 |
| | (d) E-Content | | |
| | Development of e-Content in 4 quadrants for a complete course/e-book | 12 | 12 |
| | e-Content (developed in 4 quadrants) per module | 05 | 05 |
| | Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant) | 02 | 02 |
| | Editor of e-content for complete course/ paper /e-book | 10 | 10 |
| 4 | (a) Research guidance | | |

| | | | |
|----|---|--|--|
| | Ph.D. | 10 per degree awarded 05 per thesis submitted | 10 per degree awarded 05 per thesis submitted |
| | M.Phil./P.G dissertation | 02 per degree awarded | 02 per degree awarded |
| | (b) Research Projects Completed | | |
| | More than 10 lakhs | 10 | 10 |
| | Less than 10 lakhs | 05 | 05 |
| | (c) Research Projects Ongoing : | | |
| | More than 10 lakhs | 05 | 05 |
| | Less than 10 lakhs | 02 | 02 |
| | (d) Consultancy | 03 | 03 |
| 5 | (a) Patents | | |
| | International | 10 | 10 |
| | National | 07 | 07 |
| | (b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government) | | |
| | International | 10 | 10 |
| | National | 07 | 07 |
| | State | 04 | 04 |
| | (c) Awards/Fellowship | | |
| | International | 07 | 07 |
| | National | 05 | 05 |
| | | | |
| | | | |
| | | | |
| 6. | *Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once) | | |
| | International (Abroad) | 07 | 07 |
| | International (within country) | 05 | 05 |
| | National | 03 | 03 |
| | State/University | 02 | 02 |

The Research score for research papers would be augmented as follows :

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list) :

- i) Paper in refereed journals without impact factor - 5 Points
- ii) Paper with impact factor less than 1 - 10 Points
- iii) Paper with impact factor between 1 and 2 - 15 Points
- iv) Paper with impact factor between 2 and 5 - 20 Points
- v) Paper with impact factor between 5 and 10 - 25 Points
- vi) Paper with impact factor >10 - 30 Points
- (a) Two authors: 70% of total value of publication for each author.
- (b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.

Table: 3 A**Criteria for Short-listing of Candidates for Interview for the Post of Assistant Professors in Universities**

| S.N. | Academic Record | Score | | | |
|------|---|------------------|---------------------------|---|---------------------------|
| 1. | Graduation | 80% & Above = 15 | 60% to less than 80% = 13 | 55% to less than 60% = 10 | 45% to less than 55% = 05 |
| 2. | Post-Graduation | 80% & Above = 25 | 60% to less than 80% = 23 | 55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60% = 20 | |
| 3. | M.Phil. | 60% & above = 07 | 55% to less than 60% = 05 | | |
| 4. | Ph.D. | 30 | | | |
| 5. | NET with JRF | 07 | | | |
| | NET | 05 | | | |
| | SLET/SET | 03 | | | |
| 6. | Research Publications (2 marks for each research publications published in Peer-Reviewed or UGC-listed Journals) | 10 | | | |
| 7. | Teaching / Post Doctoral Experience (2 marks for one year each)# | 10 | | | |
| 8. | Awards | | | | |
| | International / National Level (Awards given by International Organisations/ Government of India / Government of India recognised National Level Bodies) | 03 | | | |
| | State-Level (Awards given by State Government) | 02 | | | |

#However, if the period of teaching/Post-doctoral experience is less than one year then the marks shall be reduced proportionately.

Note:

- (A) (i) M.Phil + Ph.D Maximum - 30 Marks
(ii) JRF/NET/SET Maximum - 07 Marks
(iii) In awards category Maximum - 03 Marks
- (B) Number of candidates to be called for interview shall be decided by the concerned universities.

(C)

| | | |
|-----------------------|----------|------------|
| Academic Score | - | 80 |
| Research Publications | - | 10 |
| Teaching Experience | - | 10 |
| Total | - | 100 |

(D) Score shall be valid for appointment in respective State SLET/SET Universities/ Colleges/ Institutions only

Table: 3 B**Criteria for Short-listing of candidates for Interview for the Post of Assistant Professors in Colleges**

| S.N. | Academic Record | Score | | | |
|------|---|------------------|---------------------------|---|--------------------------|
| 1. | Graduation | 80% & Above = 21 | 60% to less than 80% = 19 | 55% to less than 60% = 16 | 45% to less than 55% =10 |
| 2. | Post-Graduation | 80% & Above = 25 | 60% to less than 80% = 23 | 55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60% = 20 | |
| 3. | M.Phil. | 60% & above = 07 | 55% to less than 60% = 05 | | |
| 4. | Ph.D. | 25 | | | |
| 5. | NET with JRF | 10 | | | |
| | NET | 08 | | | |
| | SLET/SET | 05 | | | |
| 6. | Research Publications (2 marks for each research publications published in Peer-Reviewed or UGC-listed Journals) | 06 | | | |
| 7. | Teaching / Post Doctoral Experience (2 marks for one year each)# | 10 | | | |
| 8. | Awards | | | | |
| | International / National Level (Awards given by International Organisations/ Government of India / Government of India recognised National Level Bodies) | 03 | | | |
| | State-Level (Awards given by State Government) | 02 | | | |

However, if the period of teaching/post-doctoral experience is less than one year then the marks shall be reduced proportionately.

Note :

(A)

- | | | | | |
|-------|--------------------|---------|---|----------|
| (i) | M.Phil. + Ph.D. | Maximum | - | 25 Marks |
| (ii) | JRF/NET/SET | Maximum | - | 10 Marks |
| (iii) | In awards category | Maximum | - | 03 Marks |

- (B) Number of candidates to be called for interview shall be decided by the college.
- (C)
- | | | |
|-----------------------|---|------------|
| Academic Score | - | 84 |
| Research Publications | - | 06 |
| Teaching Experience | - | 10 |
| <u>TOTAL</u> | - | <u>100</u> |
- (D) SLET/SET score shall be valid for appointment in respective State Universities/Colleges/institutions only.

Table 4**Assessment Criteria and Methodology for Librarians**

| S.No. | Activity | Grading Criteria |
|-------|---|--|
| 1 | <p>Regularity of attending library (calculated in terms of percentage of days attended to the total number of days he/she is expected to attend)</p> <p>While attending in the library, the individual is expected to undertake, inter alia, following items of work:</p> <ul style="list-style-type: none"> Library Resource and Organization and maintenance of books, journals and reports. Provision of Library reader services such as literature retrieval services to researchers and analysis of report. Assistance towards updating institutional website | <p>90% and above - Good</p> <p>Below 90% but 80% and above - Satisfactory</p> <p>Less than 80% - Not satisfactory</p> |
| 2. | Conduct of seminars/workshops related to library activity or on specific books or genre of books. | <p>Good – 1 National level seminar/ workshop + 1 State/institution level workshop/Seminar</p> <p>Satisfactory - 1 National level seminar/ workshop or 1 state level seminar/ workshop + 1 institution level seminar/ workshop or 4 institution seminar / workshop</p> <p>Unsatisfactory – Not falling in above two categories</p> |
| 3. | <p>If library has a computerized database then OR If library does not have a computerized database</p> | <p>Good – 100% of physical books and journals in computerized database.</p> <p>Satisfactory – At least 99% of physical books and journals in computerized database.</p> <p>Unsatisfactory – Not falling under good or satisfactory.</p> <p>OR</p> <p>Good – 100% Catalogue database made up to date</p> <p>Satisfactory- 90% catalogue database made up to date</p> <p>Unsatisfactory - Catalogue database not upto mark.</p> <p>(To be verified in random by the CAS Promotion Committee)</p> |

| | | |
|---|---|---|
| 4. | Checking inventory and extent of missing books | Good : Checked inventory and missing book less than 0.5% Satisfactory - Checked inventory and missing book less than 1% Unsatisfactory - Did not check inventory Or Checked inventory and missing books 1% or more. |
| 5. | (i) Digitisation of books database in institution having no computerized database. (ii) Promotion of library network. (iii) Systems in place for dissemination of information relating to books and other resources. (iv) Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular activities. (v) Design and offer short-term courses for users. (vi) Publications of at least one research paper in UGC approved journals. | Good : Involved in any two activities Satisfactory : At least one activity Not Satisfactory : Not involved/ undertaken any of the activities. |
| Overall Grading | Good : Good in Item 1 and satisfactory/good in any two other items including Item 4. Satisfactory : Satisfactory in Item 1 and satisfactory /good in any other two items including Item 4. Not satisfactory : If neither good nor satisfactory in overall grading. | |
| Note : (1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment. (2) The Librarian must submit evidence of published paper, participation certificate for refresher or methodology course, successful research guidance from Head of Department of the concerned department, project completion. (3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee. | | |

Table 5**Assessment Criteria and Methodology for Directors of Physical Education and Sports**

| S. No. | Activity | Grading Criteria |
|--------|---|---|
| 1 | Attendance calculated in terms of percentage of days attended to the total number of days he is expected to attend. | 90 and above - Good Above 80 but below 90- Satisfactory. Less than 80 - Not satisfactory. |
| 2. | Organizing intra college competition | Good - Intra college competition in more than 5 disciplines. Satisfactory - Intra college competition in 3-5 disciplines. Unsatisfactory - Neither good nor satisfactory. |

| | | |
|---|--|--|
| 3. | Institution participating in external competitions | <p>Good - National level competition in at least one discipline plus State/District level competition in at least 3 disciplines.</p> <p>Satisfactory- State level competition in at least one discipline plus district level competition in at least 3 disciplines.</p> <p>Or District level competition in at least 5 disciplines.</p> <p>Unsatisfactory - Neither good nor satisfactory.</p> |
| 4. | <p>Up-gradation of sports and physical training infrastructure with scientific and technological inputs.</p> <p>Development and maintenance of playfields and sports and physical Education facilities.</p> | Good/Satisfactory/Not-Satisfactory to be assessed by the Promotion committee. |
| 5. | <p>(i)At least one student of the institution participating in national/ state/ university (for college levels only) teams. Organizing state/national/inter university/inter college level competition.</p> <p>(ii)Being invited for coaching at state/national level.</p> <p>(iii)Organizing at least three workshops in a year.</p> <p>(iv)Publications of at least one research paper in UGC approved journal. Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular college activities.</p> | <p>Good: Involved in any two activities.</p> <p>Satisfactory: 1 activity</p> <p>Not Satisfactory : Not involved/ undertaken any of the activities.</p> |
| Overall Grading | <p>Good: Good in Item 1 and satisfactory/good in any two other items.</p> <p>Satisfactory: Satisfactory in Item 1 and satisfactory/good in any other two items.</p> <p>Not Satisfactory: If neither good nor satisfactory in overall grading.</p> | |
| <p>Note:</p> <p>i)It is recommended to use ICT technology to monitor the attendance of sports and physical education and compute the criteria of assessment.</p> <p>ii)The institution must obtain student feedback. The feed-backs must be shared with the concerned Director of Physical and Education and Sports and also the CAS Promotion committee.</p> <p>iii)The system of tracking user grievances and the extent of grievance redressal details may also be made available to the CAS Promotion Committee.</p> | | |

RAKESH
SUKUL

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